



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Nazareth Margoschis College at Pillaiyanmanai
• Name of the Head of the institution	Dr. S. Arulraj Ponnudurai
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04639277572
• Mobile no	9865483407
• Registered e-mail	margoschiscollege@gmail.com
• Alternate e-mail	margoschiscollege@nmcp.ac.in
• Address	Nazareth Margoschis College at Pillaiyanmanai, Nazareth - 628 617, Thoothukudi District
• City/Town	Nazareth, Thoothukudi District
• State/UT	Tamil Nadu
• Pin Code	628617
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Manonmaniam Sundaranar University				
• Name of the IQAC Coordinator	Dr. J. Janet Sylvia Jaba Rose				
• Phone No.	04639277232				
• Alternate phone No.	04639277572				
• Mobile	9486558688				
• IQAC e-mail address	iqac@nmcp.ac.in				
• Alternate Email address	nmcpiqac@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://nmcp.ac.in/wp-content/uploads/2022/01/AQAR-report-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://nmcp.ac.in/wp-content/uploads/2021/04/A-C-2020-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.10	2008	16/09/2008	15/09/2013
Cycle 2	B++	2.93	2019	15/11/2019	14/11/2024
6.Date of Establishment of IQAC			30/10/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Enrichment programmes were conducted for teaching and non-teaching staff members. 2. Academic calendar was prepared and given to all the staff and students. 3. Department wise webinars were conducted to enhance the subject knowledge for the faculty members and students. 4. Feedback forms were collected from students, staff, alumni and employers. Feedback forms of the students were analysed and remedial actions were taken. 5. IQAC meetings were conducted regularly to increase the quality measures of the institution.</p>		
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	
Mentor-Mentee system is to be followed	30 students are allotted for a faculty member as mentees. The mentor will take care of their mentees in their studies and whole personality development.	
Collect feedback from staff, students, alumni and employers.	Feedbacks were collected, analysed and remedial actions were taken.	
13.Whether the AQAR was placed before statutory body?	Yes	

- Name of the statutory body

Name	Date of meeting(s)
IQAC meeting	23/02/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	10/02/2022

Extended Profile**1. Programme**

1.1	405
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1240
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	719
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	375
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	80
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	81
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	79
Total number of Classrooms and Seminar halls	

4.2	89.81
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	103
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 delivers curriculum through well planned and documented process. The institution follows the curriculum prescribed by the University. Some of the members of the institutions are part of University Board of Studies. Thus they contribute to the development of the curriculum. The staff members

of the institution follow the academic calendar of the institution for the planning of effective curriculum delivery. The heads of department conducts staff meeting before the commencement of every semester to distribute workload, allot subjects, and plan the activities of the department. Department time table is prepared by the heads of every department based on the general time table provided by the head of the institution. Teaching plan is prepared by every faculty member before the commencement of the semester. The teaching plan is noted in the attendance notebook provided by the institution for individual subjects. Methods such as seminar, group discussion, quiz, role play are used by the faculties for the effective delivery of the curriculum. The institution receives feedback about effective delivery of curriculum from students, parents and alumni and the collected feedback is analysed. Based on the suggestions collected through feedback, changes if needed in methods of delivery are made.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%201/1.1.1%20link.pdf

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

Every year the institution provides handbooks with academic calendar to students and staff members. The academic calendar is strictly followed by the faculties. The calendar has tentative dates of internal examination which is followed while deciding the internal exam dates. The tentative dates are fixed based on the tentative work schedule of the university. Three internal exam dates are mentioned in equal interval. Furthermore, the academic calendar features holiday details as well as tentative reopening dates. The calendar provides tentative date of conducting various programmes and meeting, including parent teacher association meeting, Alumni association meeting, which facilitates the heads of the departments to plan the events beforehand based on the calendar. This initiative also promotes uniformity among the departments in conducting such meetings in the appropriate time. National Holidays and Birthdays mentioned in the calendar provides opportunity to commemorate such important days beforehand without fail. Moreover, the calendar mentions the dates of conducting bridge course for the first-year students which is followed strictly by the departments. World Water

Day, Environmental day, and other important days are observed by strictly adhering to the academic calendar. The academic calendars help faculty members to plan their respective course delivery and co-curricular activities such as Extension and other extra-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://nmcp.ac.in/wp-content/uploads/2021/04/A-C-2020-2021.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

19

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

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

98

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

1.3 - Curriculum Enrichment

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

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and the college has to follow it. But with this limitation's college does the best to inculcate such value education to the students. The University has prescribed two common courses: (i) Environmental

Studies (Semester I) and (ii) Social Value Education (Semester II). Apart from the academics, these values education are indoctrinated through Co-curricular and Extracurricular Activities. Gender Sensitization cell conducts various programs and meetings to create awareness of Gender Equity and Woman Empowerment. Outreach programmes such as visiting old age homes and home for mentally retard students make the students learn to respect others and become responsible citizens. Moreover, it helps them acquire human values. Seminars conducted on Intellectual Property Rights and other professional ethics provide the students the knowledge about ethics followed in their profession. NSS promotes environmental protection through tree plantation and other sustainable development programs. Furthermore, the activities done in NSS, such as village cleanliness and village adoption programme, makes the students aware of their social role in maintaining environmental sustainability. Blood Donation camps conducted in the college gives the students to help others and become responsible citizens.

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

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

15

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

1.3.3 - Number of students undertaking project work/field work/ internships**280**

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%201/1.4.1%20link.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%201/1.4.2.pdf

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

445

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

445

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

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students through (weekly class tests and) three continuous internal assessment tests. Based on the marks obtained in the continuous assessment tests, a list of slow learners and advanced learners is created by the class teachers. The students who have got marks below 50% are considered slow learners and the students who have got marks above 80% are considered advanced learners. The slow learners who have failed in the previous exams are given remedial coaching. The slow learners who struggle to study the study materials are given simplified notes by the concerned staff. The question bank is maintained in the library which facilitates the slow learners to access old question papers and get acquainted with the question patterns. Moreover, the mentors give private counseling to the slow learners who struggle to learn. The teachers adopt a slow pace while explaining difficult concepts to the slow learners.

For the advanced learners, Advanced learner's classes are conducted by the faculty, and lessons to crack competitive exams are given in the advanced learner's class. Furthermore, advanced learners are

encouraged to present research papers in conferences and seminars. Moreover, advanced learners are encouraged to publish research papers in national/international journals. Advanced learners are given advanced notes to make them equipped to face competitive exams in the future.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%20/ADVANCED%20LEARNERS/photos-%20Advanced%20learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1240	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institution uses student-centric teaching methods to enhance the learning experiences of the students. In order to make the students involved in the classroom activities, participative learning activities such as Brainstorming and Roleplay are employed by the faculty. The teacher introduces a problem to the students and expects ideas from the students to solve the problem; this increases the problem-solving ability of the students. Faculties conduct quizzes for the students to create curiosity on the subject. The students are shown a picture and asked to describe the image. The faculty members conduct games to kindle the curiosity of the students. Group Discussion is also conducted to make the students involved.

In order to give an experiential learning experience, the students are brought to industrial sites and given hands-on training. The kinesthetic experience gives the students curiosity to learn the subject. Students are suggested to take internships in the holidays.

A cross-age peer tutoring system is employed by certain faculties to make the students shed their stage fear by giving them the opportunity to teach their peers. Practical classes are conducted after theory classes so that students can apply what they learned in the class.

Apart from industrial visits, students are allowed to conduct fieldwork. The fieldwork method makes the student deeply in the study as a result of the change of environment from laboratory or library-based study. As problem-Solving methods, Case Study and Mini-Projects Research are conducted.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://nmcp.ac.in/wp-content/uploads/AOAR%202020-2021/CRITERIA%202/STUDENT%20CENTRIC%20METHODS/photos-students%20centric.pdf

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

The teachers of the institution effectively use ICT tools for the effective teaching-learning process. The institution facilitates ICT-based learning by providing projectors in every department, which enables the teachers to use PowerPoint presentations in the classroom as well as project images and videos relevant to the subject. SmartBoard facility is available in certain classrooms. The institution has a conference hall equipped with all the digital audio-visual facilities. The teachers conduct online classes through Zoom, Google classroom, and other video conferencing tools. Essays and other study materials are shared through Google classroom, Whatsapp, and Telegram groups. Recording of video lectures is made available in the department blogs, teacher's personal blogs, and college websites. e-Contents such as ppts, essays, videos are posted on the college website to provide flexible learning. Online quizzes are conducted by the faculty members to make the students participate in academic activity apart from class hours. Teachers upload video lectures on their personal Youtube channels which facilitates students to watch them anywhere and anytime. e-Assignments are submitted by the students through email. Library provides individual inflibnet accounts to every staff member to make them access online e-libraries.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

80

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

2.4 - Teacher Profile and Quality

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

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

49

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

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

2.4.3.1 - Total experience of full-time teachers

894

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

2.5 - Evaluation Process and Reforms

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

The institution has a transparent and robust internal assessment system. Internal tests are conducted thrice in a semester. The best two marks out of three internal exams are selected and the average of the best two marks is taken as the final internal assessment mark. The college conducts the tests in both offline and online modes. Usually, internal assessment exams are conducted in offline modes in the college; in times of emergency, such as during pandemics, the students are insisted on sending the papers through the mail or Google classroom. In order to ensure transparency, the college informs the dates of internal assessments are communicated with the students well in time. The college strictly follows the schedule mentioned in the college handbook, which is made available to every student. Therefore, the tentative dates of the exams are transparent to the students, which facilitates the students to plan and prepare well in advance for the examinations. Moreover, the exam schedule is informed through circulars a week before the exam. The concerned staff who deals with the subject takes a question paper.

The same concerned faculty evaluates the answer sheets. The evaluated answer sheets are shown to the students for verification. The concerning subject teacher keeps the record of all internal exams. The internal marks are entered in the college ERP portal and the printout of the entered marks is supervised by the principal before entering the university online portal. The students are asked to verify and sign in the mark sheet before entering the marks in the university portal.

File Description	Documents
Any additional information	View File
Link for additional information	https://nmcp.ac.in/examination/

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

The institution has a grievance redressal cell that undertakes grievances related to exams. The grievances are immediately solved through the efficiency of the cell. A written complaint is received from the student and the same is documented with the signature of the principal. The students who have missed internal exams because of unavoidable situations are given another chance by giving an opportunity to write a re-examination. The evaluated answer scripts are distributed in the classroom by the teacher. If the student finds any correction in the marks the concerned teacher will address the grievance. If the student is still not satisfied with the marks awarded even after being resolved by the teacher, the student may represent the same issue to the Head of the Department. A written statement is received from the student regarding the issue and the grievance is resolved immediately.

File Description	Documents
Any additional information	View File
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.

Course Outcome is mandatory to evaluate whether the student has attained the desired outcome. Every course paper prescribed by the university has certain course outcomes. The course outcomes of

papers parallelly match with the program outcome. The students who study the courses are supposed to know the outcome of the course outcome before the commencement of the course. The Course outcomes are informed to the student in the first class of the semester. The teacher who handles the subject orally informs the outcome of the paper so that the student can check whether he has achieved the intended outcome at the end of the semester. Moreover, the institution has a habit of providing a syllabus booklet with course outcomes to every student, which makes the student aware of the COs of the papers the student is learning. Furthermore, the question papers of every course has course outcome and Program outcome in it, which enables the student to be aware of the areas from which the question has taken and the corresponding course outcome of the course. The students are also informed A list of course outcomes is enclosed in the attachment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://nmcp.ac.in/po/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institution ensures that the students attain the Course Outcomes (CO) through skill tests conducted on the specific subject. The skill tests are conducted at the end of every academic year. The questions of skill tests are taken by the same faculty who taught the course. The tests feature hundred questions from the subject specified. The questions are objective in nature. The test enables the concerned staff member to evaluate the course outcome and improve more in the next semester based on the evaluation. The main objective of conducting the skill test is to evaluate the student's understanding of the subject and the level of comprehension. If the student has attained 50% marks it is considered that the student has attained the Outcome of the Course. The questions are designed based on the Course Outcome provided by the staff before the commencement of the course. The Course Instructor takes question equal number of questions from every unit based on the Course Outcome. The Marks scored from each Course Outcome are divided by the number of questions asked in each section of Course Outcome. Eventually, the average is converted into percentage. The Course Outcome in which has got 100% is considered as 'Excellent'. The Course Outcome in

which the student has got 75% is considered as 'Good'. The Course Outcome in which the student has got 50% is considered as 'Average' and the Course Outcome in which the students have got 25% is considered as 'Poor'. Thus, the accomplishment of CO is calculated.

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

2.6.3 - Pass percentage of Students during the year

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

375

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%202/COE%20Office%20Report.pdf

2.7 - Student Satisfaction Survey

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

<https://nmcp.ac.in/wp-content/uploads/2022/02/StudentsFeedback2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

19

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

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

0

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

3.2 - Innovation Ecosystem

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

The institution provides a feasible environment for innovation and accelerates entrepreneurial development. The new ventures like incubation and start up are pioneered to initiate interest and actively involve students for societal needs. Being cognizant of Government norms and grants, Promotional activities on Entrepreneurship is induced. IPR promotes the pilot study on design thinking, business plan and furthermore the interaction with the entrepreneurs instills the concepts and benefits to perform better academically. Cooperative innovation under network conditions is discerned. All the nodes in the campus are interconnected by LAN and enables connected users to quickly share files and data within the network. Connecting and communicating is made possible by this network interface and assists to automatically track students' progress towards the objectives. Streamlining through efficient tools like online platforms and apps minimize paper consumption and save the environment.

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

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

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

10

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

25

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college renders self-less service to the society by organizing a number of extension activities through NSS. To sensitize the students towards community needs, the NSS units accomplish several

activities addressing social issues. Sensing the lockdown crisis among the villagers and the students, food materials were distributed to the needy in the nearby hamlets. Initiated awareness on sanitation among the students through Swachhta Action Plan. During the pandemic lockdown, responsiveness about Palmyra and distribution of kabasarakudineer was promoted. New Education Policy 2020 and Gamified apps to improve second language learning were organized. To ease the psychological trauma of the students, counselling was facilitated. The significance of growing trees was insisted by saplings distribution. The history and safety measures from the deadly disease were made amenable by the physician. Perceptive on legal grounds and celebration of Parakram Diwas was spiked by the sessions to persist the responsibility of a citizen. To groom the responsiveness of students, role of NSS volunteers and road safety awareness programme were advocated. The role of women after the pandemic and instigation of the value of water were promoted.

These activities pave a way to assist the needy and nurture them as diligent citizens.

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

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

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

2

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

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

19

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

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

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

1370

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

3.5 - Collaboration

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

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

0

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate facilities such as Class rooms, Laboratories, Library, Seminar Hall, Conference Hall, auditorium are Provided for Teaching Learning Process.

Class Room: There are 77 Classrooms fully- furnished, well ventilated Spacious rooms for conducting Theory Classes. Each department has LCD projector classroom to adapt advanced teaching methods. There are 6 laboratories to carry out the academic experiments prescribed by university.

Computers: There are 103 Computers, the entire computers area unit connected with Local Area Network and Internet facility. In addition to the regular activities Students can download Research Papers,

browse Internet, Power point presentation etc., The College has 100mpbs lease line for the Internet facility through LAN.

Seminar Hall: Seminal hall with good Audio Visual facilities with 110 seating capacity are being used for seminars and workshop. The College has Conference Hall provided with Air Conditioner and 200 seating capacity with LCD Projector. The prior permission will be taken by the Principal to conduct a programme.

Auditorium: College has an auditorium of 67 x 147 feet size with Audio Visual Facilities for conducting and practicing cultural events. Dance, Music, Drama, Skits, Mimes, etc. are being practiced in these facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%204/4.1.1.pdf

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

The college has played a pivoting role and self-sustainable role in grooming students in extracurricular activities. Specific programs have been provided for extracurricular activities and made available to students. Students are trained regularly morning and evening in the sports activities and participated in the University, State, and National level competitions.

Sports and Games

Ample facilities are provided for both Outdoor as well as Indoor sports activities. Students are given opportunities to practice sports and games daily morning and evening. The best performers are encouraged to participate in the district, state and university level competitions.

Outdoor Games:

The college has the following facilities for the outdoor games.

Sl.No.

Sports / Games

Infrastructure / Facility

Dimension

No. of fields/courts available

1

Athletics (Track & Field)

400 Meters Track & Field

1

2

Football Field

104 X 70 Meters

100 X 68 Meters

2

3

Five-a-side Football court

40 X 20 Meters

1

4

Hockey Field

80 X 60 Meters

1

5

Volley ball court

18 X 9 Meters

18 X 9 Meters

2

6

Kabaddi court

13 X 10 Meters

1

Indoor Games:

The college has the following facilities for the indoor games.

Sl.No.

Sports / Games

Infrastructure / Facility

Dimension

No. of boards /
courts available

1

Table Tennis

Standard size Table Tennis Board

1

2

Chess**Chess Board**

1

3

Carom**Carom Boards**

2

Facilities and Equipment**Mini Gym(20 X 20ft.)**

A 20 X 20 feet sized mini Gym is available to the students for weight training to improve their strength and performing Weightlifting activities. College team players do their weight training sessions in the gym to improve their strength. The weightlifting team of the college also practice here to improve their lifting skills and techniques.

Equipment available in the Gym**Sl.No.****Equipment****Number available**

1

Olympic weightlifting set (187 kgs)

1 set

2

Olympic weightlifting Rod (15kg women)

1

3

Barbell - 15 kg

1

4

Barbell - 10 kg

1

5

Barbell - 7 kg

1

6

Barbell - 5 kg

1

7

Weight plates - 1kg to 10 kgs

48

8

Bench Press

1

9

Squat Stands

2

Track and Field Facilities

A standard size 400 Meters Track & Field facility with 80 meters straight and 120 meters curve is available in our college for the students to practice athletic events and to improve their general fitness. Track and field events like running, jumping and throwing events are being practiced here daily. This facility has also been used by the local community for improving their general fitness. Men and women from the local community also use this facility to qualify themselves for attending the physical fitness exams conducted by the uniform services recruitment board.

An international size 10 meters Long Jump cum Triple Jump landing pit is available to practice long jump and triple jump events. Two throwing circles and sectors for practicing throwing events like Shot-put, Discus throw, and Hammer throw events.

A foam pit is available in the college for practicing the High Jump and Pole-vault events.

Equipment available for Track & Field

Sl.No.

Equipment

Number available

1

Foam pit (5 X 4 M)

1 set

2

High Jump Uprights

2 sets

3

Pole-vault Uprights

1 set

4

Pole-vault Fiber Poles

5

5

Hurdles

40

6

Discus Throw

15

7

Hammer Throw

10

8

Shot-put

12

9

Starting Blocks

4

Other Facilities

One set of Parallel Bars, one Horizontal Bar and Rope Climbing facility is also available for the students to practice and this facility is also used by the outsiders of local community for improving their fitness to qualify for the physical fitness exams in the uniform services recruitments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%204/4.1.2.pdf

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

77

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%204/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

41.5

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

4.2 - Library as a Learning Resource

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

Response: Yes

Nature of automation:- Partially automated

Version - Dolphin Impres ERP

Dolphin Impres ERP was purchased in the year 2015. Library service are computerizes and automated by using Dolphin ERP with OPAC facility . The library has adopted open access system and all books are bar-Coded and Circulation is maintained through Dolphin ERP by using barcode scanner. E-Gate facility for Students by scanning ID in barcode scanner.

Online Public Access Catalogue(OPAC): Information about books, CDs, Journals can be searched using powerful search engine according to title, Accession Number, Author, Co- Author, Subject, Publisher, Publication Year etc., in intranet through LAN inside the campus. Digital Library files can be directly viewed from Statistical Reports. The search can be performed for selected fields and the results can saved in Excel Sheet.

Database Management: Easy Maintenance of Database through Backup (Taking a backup of existing Database). Restoring the database to the current one to refer old details. Clearing the old Transactions. Importing and exporting the data using tags.

Administrator: Creating users for transaction, OPAC , Reports, Masters, Librarian with access to specific modules. Any number of user can be created (There is No upper Limit).

NVDA Software is available for Physically challenged students and Staff. Regular orientation is given to the users by the Librarian periodically.

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

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

B. Any 3 of the above

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

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

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

0.34

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

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

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

15

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

4.3 - IT Infrastructure

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

IT facilities are regularly updated. The management has been substantially augmenting the infrastructural support to IT facilities in the college. The college has sufficient numbers of computers with Internet connections from BSNL with lease line fiber optical and broadband. Departments are networked through LAN with

unlimited internet connection. Most classrooms are ICT enabled and have portable LCD projectors. Students and Teachers have access to INFLIBNET NLIST in Library. Library utilizes Dolphin Impres ERP for E-gate and circulation purpose. OPAC is available through Local Area Network. Office is also automated with Dolphin software. The process of admission, salaries, and scholarships is computerized. The College has a dynamic website, providing all the necessary information. During lockdown period institution has upgraded its teaching to online mode using Microsoft Team and Google Suite.

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

4.3.2 - Number of Computers

103

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

10.27

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

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

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

LABORATORY: Utilization: All the labs are used for the conduction of regular academic activities as per the time-table which is prepared before the commencement of every semester. Before the commencement of each semester, lab in-charge checks the stock of consumable resources and working condition of the lab equipment. Requirement of any consumables and non-working equipment is communicated to the respective authority. For repair works of major equipment, quotations are invited from the vendors and then the purchase order is issued. Minor repair works of laboratory equipment are carried out internally with the help of our lab technicians.

LIBRARY Utilization: The transaction of books in library is done with the help of Dolphin Impres ERP. E-gate facility is available for both staff and students. The students aspiring to use reading room have to enter their details such as name, department, login and Purpose in the register kept at the entrance of the library. Qualified library staffs are employed for the maintenance of the library. Based on the requirement given by all the subject faculties, the librarian prepares the consolidated list of the books and Journals to be purchased and seeks the approval from the management. After getting the approval from the management, the process is initiated for the procurement of Book and Journals.

SPORTS FACILITY Utilization: Ample facilities are provided for both Outdoor as well as Indoor sports activities. Students are given opportunities to practice sports and games daily morning and evening. The best performers are encouraged to participate in the district, state and university level competitions. The sports

facility is made available to all the students throughout the year. Any sports equipment required by the students is given to them after duly entering in the register maintained by Physical Education Director. Maintenance of the sport complex is supervised by PED. Any sports equipment/facility required for the students is proposed to the higher authority by PED. The procurement of all the equipment/facility is carried out after the approval from the higher authority.

COMPUTERS Utilization: For labs, computers are used as per the time table prepared at the beginning of every semester. Students utilize the computers by making entries in the log book maintained in computer and language lab. If any additional software or upgrading of the computers is required, the requirements are proposed to the higher authority.

CLASS ROOMS Utilization: Classrooms are used for the regular academic activities (teaching and examination) as per the time table. The maintenance of class rooms such as cleaning is carried out with the help of housekeeping staff regularly.

AUDITORIUM Utilization: The need of auditorium by any department is intimated through request letter to the Principal and the same would be entered in log book maintained at office. The maintenance is carried out regularly.

SEMINAR HALL Utilization: Seminar halls are utilized to conduct seminars, workshop etc. The prior permission will be taken by the Principal. Seminar halls are maintained by the college regularly. The various facilities like canteen, stationery and parking facility are maintained by respective service providers. The Gymnasium and playgrounds are maintained by Physical Education Director. The effluent treatment plants and the rain water harvesting system are supervised by department of Botany. Fire safety equipment's installed in various blocks, maintained by the respective department.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****353**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****98**

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%205/5.1.3%20merged.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

589

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

589

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

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

51

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

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

5.2.2.1 - Number of outgoing student progression to higher education

128

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

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

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

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

3

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

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

The institution has a very active Students Union, formed by inviting applications from the students for the various posts - Chairman, Vice-Chairman, Secretary, Joint Secretary, Student Executive

Members, Head of the Departments and Staff representatives. The Students Advisory Committee conducts Students Union elections every year. The Students Union election was held on 04-01-2021. Students actively participate in National Service Scheme, Red Cross Society, Road Safety Patrol, Women's Club, Career Guidance Cell, Placement and Training Cell. Students get involved in co-curricular, extra-curricular, social and community development activities. Departmental cultural competitions, special programmes on national and international days of importance and ethnic festivals are conducted. Field visits and educational tours are arranged. Students involve themselves in blood donation camps and different activities in adopted villages. National Service Scheme encourages the students to preserve the environment by planting trees and organize rallies on various social issues. Fine arts club brings out the aesthetic qualities and the creative ideas of the students. Students participate and serve in various other committees of the institution including library committee, athletic committee and anti-ragging committee. Students' effective representations train and shape up the students, and prepare and equip them more responsible and confident of winning in this highly competitive world.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%205/5.3.2%20Students%20Council%202020-21.pdf
Upload any additional information	No File Uploaded

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

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

53

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Even though Alumni association is not registered it is functioning effectively in our institution. The institution conducts Alumni Meeting through the departments. The meeting is organized under the guidance of the Principal by the heads of each department. The office-bearers of Alumni association would be selected and announced on the day of Alumni meet. They will be in office for a period of three years. The office-bearers of Alumni association include: Patron, Treasurer, Assistant Treasurer, Secretary and Executive committee members. Usually, the Principal of the institution would be the Patron. The organizing secretary would be entrusted with the responsibility of conducting Alumni meeting. The staff members who are Alumni of the same institution would be elected as committee members along with other members. In the Alumni meet, the future plans of the Association will also be discussed. The Alumni would contribute for the development of the department in different ways. They financially contribute to the welfare of the poor and the disadvantaged students and for the infrastructural development. Efforts are taken by the Institution to register Alumni Association as authorised body. Contribution by old students to the college welfare account during the period 2020-21 is Rs. 30,900/-.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Governance encompasses the system by which an organisation is controlled. It involves a set of relationship between the management, its board and other stakeholders. The management is so keen to impart education which is pertained to employability. So spoken English class for UG and PG students are handled through zoom medium during the pandemic crisis. Command over English is one of the criteria for employability. To inculcate human values in the students, moral and ethical views are instilled through teaching of code of conduct. NSS helps in distributing grocery and masks to the poor, under privileged neighbouring villages. NSS programme officers conducted an awareness programme on "Sanitation and Hygiene, Water conservation, waste management, Energy conservation and Greenery plantation. Staff involved in research activities during the lockdown, attended faculty enriching programmes and published papers in reputed journals. As outreach programmes were restricted due to unfavourable situation, students are motivated through zoom platform how to keep their village and surrounding clean. Disposal of wastes in the dustbin, washing hands regularly, wearing masks and maintaining social distancing. The management, staff and students get connected with one another through online platforms and are enriched both academically and in day-to-day life activities.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AOAR%2020-2021/CRITERIA%206/6.1.1.pdf
Upload any additional information	No File Uploaded

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

The college marches ahead victoriously and vehemently due to decentralizing process and the empowerment of staff and students. It tunes with the vision and mission of the institution. The Governing body extends its authority to the Secretary and Principal, who in turn share it with the different levels of functionaries in the college. Students are moulded and refined through untiring resourceful teaching and various extension activities. Each and every department staff in our college joins hands with the head of the department to execute wondrous exhaustive programmes to enlighten the students. Various students' cell and clubs cater to the myriad development of the students. Students are trained to take part in all athletic events and sports events. The library is enriched and students' throng in the library to enhance their knowledge. Best user Library award is given every year to the most library-haunted student. Industrial visits and Field visits are undertaken in the department every year. Mentor-mentee system is followed for the welfare of the students. They maintain a profile record of their wards and monitor their achievement in studies. Staff council committee play a significant role in smooth functioning of the college.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AOAR%202020-2021/CRITERIA%206/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Skill Development Courses

Our college was keen on developing Speaking and Listening skill of the students even amidst pandemic crisis. The unfavourable situation in and around the college, forbade students entry into college. With a view to enhance students' skill in speaking and listening, spoken English classes have been started and it has been handled by the teachers through Zoom platform. Classes were conducted in the evening between 6.30 pm and 7.30 pm. WhatsApp group was formed in which students belonging to various departments joined using the Invite link. Students participated in the programme enthusiastically as the programme has been conducted without intruding the online subject classes. Attendance was taken every day. Department of

English took initiative to conduct the skill development classes. There was a co-ordinator and special officer to run the course smoothly. They sent Zoom meeting ID and Pass code every day prior to the time designated to the class. Some of the topics related to Grammar, process of preparing meals in English, enlightened the students. When Corona crisis was looming large, consuming the lives of people, the skill development course enabled the students to forget the traumatic condition around them and keep them engaged for a while.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

The institution has effective and efficient policy regarding appointment, administrative and service rules.

The Institutional bodies of the college function efficiently and effectively to lead the college towards the path of victory. The management administrative body or office bearers comprises chairman, vice chairman, secretary, treasurer and executive members. College governing board includes chairman, the Bishop of Thoothukudi-Nazareth Diocese, vice chairman, clerical secretary, lay secretary, treasurer and secretary, standing committee for collegiate education, pastorate chairman, Pillaiyanmanai, bishop nominees, representatives of the standing for collegiate education, Nazareth pastorate representative, Pillaiyanmanai pastorate representative, two staff representatives, alumnae's representative, welfare committee representative, principal and secretary. To execute effective strategies and teaching/learning process, IQAC (Internal Quality Assurance Cell) has been formed to steer the college to scale the mountainous tasks. The cell is led by the principal, vice principal, IQAC co-ordinator, bursar, all head of the departments including junior assistant. Grievance redressal committees/cells/bodies also contribute to IQAC by regularly conducting meetings and activities. Anti-ragging committee, sexual harassment prevention cell for women, gender sensitization cell, students grievance redressal cell, students counselling cell and

youth against drugs club play an active role to create happy and peaceful climate in the college campus.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/2021/04/A-C-2020-2021.pdf
Link to Organogram of the institution webpage	https://nmcp.ac.in/organogram/
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college shows keen interest in extending welfare schemes to both teaching and non-teaching staff. The management is very much concerned about the welfare of both teaching and non-teaching staff. One of our lady non-teaching staff was sick and admitted in the hospital. Her daughter, who was doing B.Sc. Chemistry third year approached the principal to help her mother. Our principal donated Rs. 31000/- for her medical expenses. Both the teaching and non-teaching staff were benefitted by Employees Provident Fund which is a welcome scheme for their welfare. During corona crisis, the staff were at home taking online classes regularly but everyone was under the grip of corona fear. Our principal gave the staff a counselling programme through zoom platform on 17.08.2020 from 4 p.m. to 5 p.m.

and insisted the staff to follow the rules and regulations of the government strictly to guard everyone from the claws of corona. Three days counselling programme was conducted from April 11, 2021 between 11 a.m. and 1 p.m. Three different persons addressed the staff and prayers were conducted for the welfare of staff, students and people all over the world. Though the staff couldn't conduct face to face programme, the counselling meeting was conducted through zoom online mode effectively.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%2020-2021/CRITERIA%206/6.3.1%20EPF.pdf
Upload any additional information	View File

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

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

0

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

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

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

1

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

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

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

29

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

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

Students are encouraged to comment on the performance of the teachers through a feedback format link. Five columns consisting of excellent, very good, good, average and poor are the options placed before each cleverly planned question. The question is about the design of curriculum about employability, the application of courses to real life situation, the coverage of syllabus to recent trends

and development, the learning value, use of students centric methods, usage of modern teaching aids, the learning resources available in the college, the overall quality of teaching-learning process, periodical assessment conducted in the department, the fairness of evaluation process, grievance and redressal mechanism, extension and co-curricular activities, etc. Students ought to express their opinion about non-teaching staff too. They have to comment whether the office staff listen patiently to the need of the students and lend a helping hand to the students. At the end, the students write their mobile number, email id, etc. The institutions performance appraisal system acts as parameters to check the developmental growth of both teaching and non-teaching staff. GIS, PF Contribution /SPF, Festival Advance, PF Advance, Maternity Leave, FDP and Diocesan Family Benefit Fund. GIS, Festival Advance, Loan Facilities Maternity Leave. Government Scholarships, Stipend to meritorious students under Merged Schemes of UGC XI plan, Management Scholarships, Institutional aid and assistance, Medical Help, Insurance, Canteen, Hostel, Cycle Shed, Youth Red Cross, Grievances Cell, Counseling Cell, Reprography.

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

6.4 - Financial Management and Resource Mobilization

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

Internal and external financial audit are conducted regularly every year in the college. The financial audit helps to run the college smoothly and effectively. The financial audits determine the good status and future role of the college. The governing board members and diocese auditors carried out the internal audit. Internal audit is performed and reports are obtained before the conduct of external audit. The copy of the audit results is preserved for verification in the future. Utilization letters are countersigned by the chartered Accountant. The external audit is performed by the superintendent and members of the staff from the office of Regional Joint Director of Collegiate Education, Tirunelveli. The external audit for the academic year 2020-2021 will be conducted in the ensuing year due to corona virus lockdown.

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

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

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

0.89

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

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

Funds are raised through various sources and utilized for the welfare of the department. Vermicompost has been extracted regularly and sold to the staff at regular intervals at the nominal price. Funds raised through vermicompost is utilized for paying examination fee to the economically depressed students. Honey is also collected by the department of zoology and sold. Money collected from selling honey is also used to pay fees for the poor students. Staff raised funds in the department of chemistry to pay college fees for the post graduate students. Sick and hospitalized students are provided with monetary help. Department of English raised funds for the sick and the poor. An alumna of zoology has donated to lay granite flooring to the laboratory of the department of zoology. The management, staff and students strive hard to raise funds to lend a helping hand to uplift the institution in myriad ways. The student mentors are soon keen to identify the sick and needy students in their respective departments. Funds are raised in all ways possible to encourage the students continue their studies in the period of corona crisis when their parents lose their basic necessities of life.

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

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

IQAC has taken initiative to uplift the college in many ways. Trees were planted in the campus to make it cool and viable for the student to experience stress free and pollution free atmosphere. Trees such as Gulmohar, fruit bearing trees and shady trees. All these trees have been borrowed from the donor's and used to plant in the nearby villages. Plants are also distributed to the staff and students. Bricks have been laid around the tree to prevent wastage of water. An arch has been constructed in the entrance of the college to showcase the beauty and learning climate of the college. NSS programme officers act as green mentors to instil the importance of trees to make the campus green and clean. Masks were also distributed during corona crisis to the public and created awareness of wearing masks. Parents have come forward to donate generously towards constructing shed in the rest room. Stone benches were built in and around the campus. They help the students to relax during free hours. IQAC is alert to the need of the students, staff, campus and many others.

File Description	Documents
Paste link for additional information	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%206/6.5.1%20link.pdf
Upload any additional information	View File

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

After successfully completing the second cycle of NAAC process and visit, certain reviews have been enumerated and teaching learning reforms have been initiated to put into effect. As covid-19's first wave has put an end to offline or face to face teaching learning

process, teachers switch over to online mode of teaching which resulted in conquering hurdles in online classes. Teachers are encouraged to learn the method of teaching process online. Teachers prefer various online platforms such as Go to meet, Zoom, Google Meet, Google classroom and cisco webex to cater to the need of the students. WhatsApp group for each class and each subject have been created with the respective teacher and student representatives as "Admins". Link for the classes has been shared in the WhatsApp group, prior to the session. Students were given subject wise time table for six days a week. They have downloaded the apps in their mobile phones and started using the platform. Attendance has been marked every hour taking into account the screenshots of their names. Learning materials were put up in Google classroom for the further understanding of the students. Teaching-learning process in the pandemic period was challenging, yet productive.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%206/6.5.3%20Annual%20Report.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution welcomes the men students and the women students with open arms and consider them impartially and without bias. There is no disparity between boys and girls and the institution promotes gender equity in all aspects.

On every working day, before the regular classes begin, there will be a morning worship in which men students and women students take part and gain moral values.

The institution tries to ensure uniformity across the students and enforce equality and impose discipline on the young learners. The institution treats everyone the same. The students have to wear the college uniform. The institution treats all the students equally. The institution expresses solidarity with the students.

Various fee concessions and scholarships are awarded to deserving boys and girls and they reap the benefits.

The library will be kept open on all week days for boys and girls to read, study and borrow books.

Bishop Jebaraj Hostel for men students and Mrs. Visithral Jebachandran Women's Hostel for women students provide good accommodation and meals for the students, and give a congenial learning environment to the young learners.

The institution aims at all-round growth and personality development of the students. Extension activity becomes so essential that it shapes the youth. Apart from teaching the lessons, it becomes very necessary to take them off the campus to visit the important places at first hand. Boys and girls are taken to visit industries. Industrial visits are arranged for boys and girls. Educational tours are arranged for both boys and girls. Men and women students visit Home for the Aged, Mentally Retarded Home and Leprosy Home.

Many of the parents have admitted their children in this institution only for good employment prospects and so the institution imparts research knowledge, gives coaching for competitive examinations, runs short term courses, conducts career guidance programmes and paves the way for placement opportunities

The students being very young should be given care, encouragement and support at an early age and so the institution nurtures the young students in a pleasant and peaceful environment.

The atmosphere should be friendly and unpolluted and the institution is very particular about pollution free environment Air, water and soil are carefully monitored that it should not be affected by any harmful substance. The institution gives the best education in the wonderful and excellent surroundings, and the parents and the students throng the institution to get admission and to receive great knowledge and attain good position in the near future.

File Description	Documents
Annual gender sensitization action plan	http://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%207/gender%20sensitization%20action%20plan.pdf
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	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%207/7.1.1%20photo.pdf
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

The garbage collection on campus is done daily by a meticulously planned schedule. Use of disposable plastics and non-biodegradable substances that may damage the environment are prohibited and forbidden on the campus.

The use of plastics is strictly restricted on the campus. Students are taught to abolish the use of harmful plastic products including plastic plates, plastic cups, plastic water bottles and switch on eco-friendly materials. Students are advised not to bring plastic carry bags and the policy of "Refuse, Reduce and Reuse" is promoted in the institution.

Biodegradable substances that will not damage the environment are put in the dumping ground and non-biodegradable wastes that may damage the environment are disposed in the waste-disposal unit and recycled.

There is a special underground drainage system in the Chemistry laboratory to dispose the effluent-liquid waste through sewage disposal. They are safely drained into a percolation pit constructed and covered with a lid.

Withered and dead leaves are collected and put into compost pits to produce vermi-compost manure and by supplying this green manure, the institution saves the human beings by the way of minimizing the use of chemical fertilizers.

The institution has sold hardware materials that are no longer needed, waste plastics and the things that are not wanted, for scrap, and the electronic components which are damaged beyond repair are disposed to the scrap dealer.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

A. Any 4 or all of the above

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

The institution adopts more inclusive strategies and a broader

vision. The institution tries to ensure uniformity across the students coming from different background and enforce equality and impose discipline on the young learners. There is no disparity between rich students and poor students. The institution treats everyone the same. The students have to wear the college uniform. The institution treats all the students equally. There is no communalism. The institution does not allow the caste system to get in the way of educational system. The institution expresses solidarity with the students.

To preserve the traditional culinary fervour, Traditional Food Festival is conducted by the institution and the Festival introduces healthy and hygienic food items and dietary habits to the young community.

The institution aims at all-round growth and personality development of the students. Extension activity becomes so essential that it shapes the youth. Apart from teaching the lessons, it becomes very necessary to take them off the campus to visit the important places at first hand.

To celebrate the birth of Jesus Christ, Christmas Carol Service is arranged and on this occasion the institution provides cakes and clothes for the impoverished learners. Pongal Day is celebrated to preserve the Tamil tradition by arranging competitions.

National Integration Day is observed on 19 November on the birth anniversary of India's first woman Prime Minister Indira Gandhi to preserve in the minds of the people, the beauty of unity in diversity in the socio-culturally rich country.

On the Constitution Day, staff and students pledge themselves to promote harmony and the spirit of common brotherhood among all the people of India transcending religious, linguistic and regional diversities. The staff and the students take pledge on National Unity Day, to preserve the unity, integrity and security of the nation.

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

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

The institution teaches values in the course of teaching subjects. Education should play a key role in refining and reforming the young minds. The institution inculcates in young people the duty of loyalty and good moral values.

On the Constitution Day, the staff and the students pledge themselves to promote harmony and the spirit of common brotherhood among all the people of India. The staff and the students take pledge on National Unity Day, to preserve the unity, integrity and security of the nation.

Every human has rights. The constitution of India guarantees basic human rights to every citizen. Human Rights Club gives a vivid account of rights relating to life, liberty, equality, and dignity of the individual. Constitutionally guaranteed rights that protect women against domestic violence meted out by men are made explicit through Women's Rights Programme.

National Service Scheme NSS develops the personality and character of the students through voluntary community service. The institution takes every step for the betterment of the society. Electoral Literacy Club sensitizes the young voters to vote in elections.

To obtain social advancement the students should improve themselves by inculcating good values and principles. DELIGHT Student Support Programme functions purely and completely by the contribution of staff and students. This advantageous and beneficial scheme benefits a number of students. Showing care for the needy students make them respectable citizens. When they get established, they wholeheartedly support the poor learners. Thus this practice inculcates in them a sense of responsibility.

Tree planting creates environmental awareness among the students. This practice has given an interest for the students to plant more saplings in their villages and it also makes the students to get involved in social activities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://nmcp.ac.in/wp-content/uploads/AQAR%202020-2021/CRITERIA%207/7.1.9.pdf
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

B. Any 3 of the above

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

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

The institution celebrates national and international commemorative days and organizes events to make students remember the glorious past. The Republic Day January 26, that is the constitution of India came into effect after India gained independence, is celebrated with patriotic fervour and with unfurling of the Indian National flag.

The Department of English paid tribute to the freedom fighters, who sacrificed their lives during the freedom struggle, on the Martyrs' Day which is observed on 30th January.

Languages play a vital role in attaining quality education and so

the Department of Tamil and the Department of English have organized the International Mother Language Day.

Celebrating women's achievements, International Women's Day is organized in the institution with great festivity to create a gender equal world free of bias and discrimination. This global day celebration makes the girl students achieve great things in their lives and become women of great learning.

Students develop an awareness of how to achieve healthier mouths and happier lives on the observance of the World Oral Health Day by the Department of Zoology.

World Poetry Day is observed on 22nd March by the Department of English to make the young learners to read and listen to great poetical works, to get inspiration from the great poets, to think and to create, to encourage them to write on their own, and to train them to become young poets.

The Independence Day August 15, which reminds every student about the dawn of a new beginning and the beginning of an era of deliverance from the clutches of British colonialism, is celebrated with hoisting of India's tricolour flag.

The staff and the students take pledge on National Unity Day, celebrated on 31 October to mark the birth anniversary of Sardar Vallabhbhai Patel.

National Integration Day is observed on 19 November on the birth anniversary of India's first woman Prime Minister Indira Gandhi to preserve in the minds of the people, the beauty of unity in diversity in the socio-culturally rich country.

On the Constitution Day which is celebrated on 26 November, to commemorate the adoption of the constitution of India, staff and students pledge themselves to promote harmony and the spirit of common brotherhood among all the people of India.

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

7.2 - Best Practices

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

Best Practice I:

Title of the Practice: Delight

Student Support Programme

Objectives of the Practice:

*To give monetary and also material support to the poor and the disadvantaged students

*To help and encourage the underprivileged advanced learners

*To provide financial assistance to the marginalized students

*To comfort and console the financially distressed students by lending a helping hand

*To help the students not having enough money to face an emergency expenditure.

*To tend and care the sick and the injured with financial aid

*To give a helping hand to the downcast and the dejected young learners

*To be helpful to the helpless people not having enough money, food and clothes.

*To take great delight in helping the people who are financially not much better off.

*To sustain and provide the needy students and make the stakeholders feel that they are being cared by the institution and the students welfare is the aim of the institution.

*To identify and recognize the underrated young men and women and best meet the needs of them.

*To hand down and pass down this noble practice to the next generation

The Context:

Everyone has a right to receive good education but when the family is in financial distress, money problems dash the students' hopes. Many of the students are coming from rural background and most of them are first generation graduates and they aim to receive a master's degree or at least a bachelor's degree but the economic hardships destroy the young learners' hopes by making what they were hoping for impossible. They do not have enough money, food and clothes.

Coming from a poor and deprived background, and having no father or no mother, the young students long to shoulder the family's responsibility and wish to stand on their own legs and thirst for looking after their pitiful mother, brothers and sisters.

To accomplish all these things, the young learners need the best education. To earn a degree they are in need of strong financial support. The institution opens a portal for such students to pursue their studies without any worries about their personal aches and pains.

The Practice:

The head of the institution is the brains behind the master programme, DELIGHT Student Support Programme. It is the most innovative project and a classic example of how to help the young generation who aspire to be great leaders and real personalities but they are coming from poor and disadvantaged background.

It is totally different from all the programmes and a model for the education society. It is named as DELIGHT. It gives delight to the giver and the receiver. The giver is very pleased and delighted to help the students who are in desperate need of financial support. It makes the receiver feel happy and very much contented that there are people with strong humanitarian tendency who listen to their

problems, reduce suffering and improve the conditions.

DELIGHT Student Support Programme functions purely and completely by the contribution of staff and students and management also gives its share. To preserve the traditional culinary fervour, Traditional Food Festival is conducted by the institution to generate and raise funds for the Student Support Programme.

Traditional Food Festival introduces healthy and hygienic food items and dietary habits to the young community. Through the Festival, students help their classmates and the Festival prepares students for a career in business and also it improves their entrepreneurial skills. Staff and students contribute generously to the programme and all contributions are gratefully received. They provide money to help pay for the fees and give lunch to the poor students. On special occasions especially on Christmas they provide clothes for the impoverished learners.

DELIGHT Student Support Programme gives an exciting opening to the underprivileged advanced learners. It helps and encourages the bright and brilliant students to continue their studies without any distractions. When their expectations are fulfilled, they are delighted with the support rendered by the institution.

DELIGHT Student Support Programme identifies and recognizes the underrated young men and women and best meet the needs of them. The institutional care gives them a lot of pleasure and enjoyment because their importance is for the first time in their life recognized.

DELIGHT Student Support Programme provides financial assistance to the marginalized students and when they receive the timely help, there is a big and satisfied smile on their faces. Their poverty has made them feel that they are not important, and their state of being poor has put them in a position in which they have no power but the institution helps them in their hour of need.

DELIGHT Student Support Programme comforts and consoles the distressed students by lending a helping hand. The programme tends and cares the sick and the injured with financial aid. When they share their anxieties with the institution, the institution feels, the problem requires urgent attention and it helps them immediately in their hour of need.

Evidence of Success

DELIGHT Student Support Programme is helpful to the helpless students not having enough money, food and clothes. It is much useful to the learners who experience high levels of anxiety to improve their life. Management, staff and students are important contributors to the programme. The benefits are immense. This advantageous and beneficial scheme benefits a number of students. Showing care for the needy students make them respectable citizens. After the completion of the course the students understand how far the institution is helpful to reach their destination and if the institution has not helped them, they will be hopelessly lost. They have passed out, winning laurels and serving in various fields of activity not only in our country but in other countries as well. When they get established, they visit the institution and wholeheartedly support the poor learners. Thus this practice inculcates in them a sense of responsibility. So the young students are much grateful and offer their heartfelt thanks for the institutional support. The institution paves the way to hand down and pass down this noble practice to the next generation.

Problems Encountered

DELIGHT Student Support Programme gives a helping hand to the downcast and the dejected young learners. It is a project of immense importance and it is beneficial to a number of students but the institution cannot meet the needs of everyone. Most of the students hail from the surrounding villages and they are also poor and so many of the students strongly need monetary help.

There are many young learners eagerly waiting to take turns but the institution finds difficult to help everyone else because the contribution is not enough to afford all the young people. Further it is hard to identify the really poor and the needy students because the young students do not want to reveal their financial difficulties and hide their personal identity but the institution is making a real effort to select the deserving students and render a big help to them.

DELIGHT Student Support Programme relies entirely on voluntary contribution. If many kind-hearted and good-hearted people come forward to render service to the helpless learners in large amounts, DELIGHT Student Support Programme will achieve its target and reach its destination.

Best Practice II

Title of the Practice: Tree Planting

Objectives of the Practice:

- *To develop an attitude of planting trees in the minds of the students
- *To help the students to plant more saplings in their villages and in the institution adopted village
- *To make the students involve in social activities
- *To make the campus cool and shady
- *To beautify the campus with more greenness
- *To make the students acquire knowledge in a pleasant atmosphere
- *To focus on clean environment with trees planted in orderly rows
- *To bring out a congenial working environment
- *To bring on brightly-coloured plants and flowers
- *To invite eminent and famous people to visit the institution and to make their visit a truly memorable occasion by planting trees
- *To fence the planted trees in and to keep people and animals out
- *To attach and hang the names of respectable personalities who planted the trees, around the structure made of wood or wire
- *To plant the trees and make the occasion unforgettable
- *To make the event of tree planting a long-lasting beautiful special occasion.

The Context:

The main objective of this best practice is to save the environment from the dire consequences. The earth needs protection for the ozone hole from the harmful radiation. The air we live in is in danger of becoming polluted and getting worse and facing many bleak situations. Serious measures should be taken out to protect the environment. Otherwise the system will be in imminent danger of collapse. The environment needs first hand care and protection for ozone depletion. If the environment is safe from all the defects and shortcoming, the humanity will be saved from great destruction. The

environment may not pose a threat or risk to the future generation. The earth will revolve on its axis. So the institution takes many steps to set straight the downside and does a lot for the society. The institution takes every step for the betterment of the society.

The Practice:

The institution is for the students and so institution takes care of every essential thing it requires even though it may be significant or insignificant for the student community. First and foremost, the young learners need pollution free and noiseless surrounding to acquire their knowledge.

Six hundred and eleven trees are strategically placed on the premises. The institution has around two hundred species of plants including herbs, shrubs, and big trees. Almost thirty varieties of medicinal plants are planted in the Herbal Garden. A number of trees are planted on campus and they are properly pruned and cared by the institution.

The trees make the campus cool and shady, and beautify the campus with more greenness. Morning and evening the gardeners water the plants and the trees. The trees provide fresh air for the inhabitants and the pollution free atmosphere trains and equips the students to become smarter in their overall behaviour and academic standards.

The institution invites eminent and famous people to visit the institution and to make their visit a truly memorable occasion by planting trees. They attach and hang the names of respectable personalities who planted the trees, around the structure made of wood or wire and the institution makes the event of tree planting a long-lasting beautiful special occasion.

On all memorable days inviting great and popular personalities and celebrating the particular event with more activities and requesting them to plant trees and honouring them and making their visits unforgettable and transferring the information to the next and the new generation. Thus, for generations the eminence of the great personalities will be taken into a wide-ranging area.

The institution is responsible for designing the entire project. And it takes many efforts before and after planting the trees. Before planting the trees the institution selects a proper place. A few days beforehand the condition of the soil is checked. Trees are not planted in the sunless areas but they are planted on sandy and

fertile soil. Where sunlight floods into the place, there trees are planted.

Trees are not planted in the place which does receive no light from the sun but in shafts of bright sunlight. Trees are not planted on rocky soil. If the place is full of rocks that area is rejected and discarded. The planted trees are fenced with barbed wire and they keep people and animals out.

All the planted trees are in good conditions. The institution is never negligent in the maintenance of the planted trees and it never fails to give enough care or attention to the worthy cause. The trees are planted and they are well maintained by the institution.

Evidence of Success

The institution focuses on clean environment with trees planted in orderly rows. The more the trees, the richer the oxygen in the atmosphere. The trees and the plants enrich the air that human beings breathe. They bring out a congenial working environment.

Tree planting creates environmental awareness among the students and makes the students acquire knowledge in a pleasant atmosphere. The students, having a strong desire to achieve the highest position, walk with their aspirations on the campus and they never stop fighting until they arrive at their destined place.

For this category of students tree planting by respectful and resourceful men is an excellent model. This best practice encourages and instills in the heart of the students a surge of desire and a strong wish to work hard and acquire knowledge and pursue their studies and achieve their aims and objectives and become great men and women with good career prospects.

This practice makes them aim high and try to achieve a lot. It has also given an interest for the students to plant flowering plants and trees in their residing places and they learn to conserve tree and plants. It helps the students to plant more saplings in their villages and in the institution adopted villages. It also makes the students to get involved in social activities.

Problems Encountered

It is not an easy task to look after the planted trees. The average annual rainfall is not sufficient and so the institution cannot depend upon the water that falls from the sky. During the summer

season under the scorching heat, the trees struggle and fight for survival and so it is very difficult to tend and maintain them. In order to get water from under the ground, the institution has bored holes in the ground and supplies water to the trees through borewell water. The institution tries its level best to carry out the task successfully and satisfactorily. During their hard and tough journey, the institution makes a point of excelling the practice.

File Description	Documents
Best practices in the Institutional website	https://nmcp.ac.in/wp-content/uploads/best%20practices/Best%20Practices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Women students get special attention in the institution. Most of the women students are hailing from rural background and they are mostly first-generation graduates. The institution offers the best and efficient higher education to the rural poor women.

Entering the premises, the girl students go straight to the retiring hall. The Girls' Retiring Hall is beautifully situated in a quiet and peaceful spot. A common room is exclusively provided for the girl students. There is something special about this place. It has a resting place to sit and study, to rest and relax, to build and establish a good rapport with other department girls, and to inculcate religious zeal.

The trees in the resting room provide shade for the students. During the free time the girl students sit down in the shade of the trees. They breathe in fresh air.

The surroundings make them feel stronger and when the bell starts ringing, they leave the retiring hall and go to their respective classes and take their place. Again, after class hours, they get back to the retiring place.

Special attendants keep a close watch over the girls and the staff members who are in charge of the premises take great care of the girls. So the women students are absolutely free from harassment and

physical and emotional abuse on campus.

In the Girls' Retiring Premises an open shed is constructed for the girls to work and rest. Additional amenities such as purified drinking water, good toilet facilities and a shed for the two wheelers to girls in their resting place, make the girls premises pleasant and comfortable to study and rest, and give a safe and secure environment.

A Meditation cum Counselling Centre for girl students in the Girls' Retiring Premises infuses and instills Christian values and moral values in the minds of the students.

The girl students are invited to air their grievances to the Principal at any time. Mentors take special care of the women students. The mentor has a special role to play in moulding the girl students' character. They pay attention to the girl students' studies and health. They meet the students at regular intervals and they monitor their progress, attendance and behaviour. Counseling programmes, skill development programmes and career guidance programmes are arranged to refresh and give new strength to the girl students. They are encouraged to create and write original works. Spoken English Courses enable the girls to face the interview confidently and communicate with conviction and courage.

Girl students are getting more attention and the institution provides good medical care for the girls. In the Retiring Hall the sick room furnishes accommodation for the girls who are in indisposition. If the girls fall sick, they are taken to the hospitals immediately. Thus the institution has distinctive style in its way of life.

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

7.3.2 - Plan of action for the next academic year

Nazareth Margoschis College at Pillaiyanmanai plays an important role in producing good citizens to our nation. The vision of our college is to impart quality higher education to the rural youth. To inculcate effective communication skills in the students Bridge courses, Spoken English classes, Language laboratory classes, etc will be conducted by our institution. In order to improve the job

opportunities of students a greater number of skill-based courses and value-added courses will be conducted for them. Competitive exams, Counselling programmes, Career Guidance seminars, etc will be arranged to enhance the job placement of outgoing students.

We have planned to conduct internship programmes with other institutions and industries to improve the employability of our students.

ICT enabled teaching classes will be increased in all departments for the benefit of student learning process.

Our institution wishes to increase transport facilities for the students by purchasing a college bus in order to enhance admission.

Initiatives will be taken by IQAC to induce the staff members of our college to support the students who are financially in need. All the departments will be stimulated to start incubation centres to support the students in need from the profit.

Staff members are motivated to conduct seminars, motivational talks, guest lectures, industrial visits to give experiential learning to the students.

Faculty members with doctorate will be motivated to submit journal papers at least one per academic year in the UGC approved journals.

IQAC motivates the PG department staff members to get guideship and acquire research department status.

We have planned to get autonomy for our institution, in order to develop the institutional infrastructure and improve the curriculum based on the requirements of the students.