



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	EMERALD HEIGHTS COLLEGE FOR WOMEN
• Name of the Head of the institution	Dr .K. SUJATHA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04232400080
• Mobile No:	8838081661
• Registered e-mail	emhcollege@yahoo.co.in
• Alternate e-mail	sujathagovind0405@gmail.com
• Address	Golf Club Road, Finger Post
• City/Town	Udhagamandalam
• State/UT	Tamilnadu
• Pin Code	643006
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Bharathiar University
• Name of the IQAC Coordinator	Dr. J. Iswarya
• Phone No.	04232448885
• Alternate phone No.	04232442775
• Mobile	9942187870
• IQAC e-mail address	emhcollege@yahoo.co.in
• Alternate e-mail address	iswaryaishere@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://ehcfw.ac.in/wp-content/uploads/2023/03/AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://ehcfw.ac.in/wp-content/uploads/2024/10/ACADEMIC-CALENDAR-2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	68.80	2004	03/05/2004	02/05/2009
Cycle 2	B	2.47	2011	30/11/2011	29/11/2016
Cycle 3	B++	2.78	2017	19/07/2017	18/07/2022
Cycle 4	B++	2.87	2023	12/08/2023	11/08/2028

6.Date of Establishment of IQAC**28/08/2006****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	NA	NA	NA	NA

8.Whether composition of IQAC as per latest NAAC guidelines**Yes**

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<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 	View File
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)	
The IQAC insisted on organizing Skill Development Programmes for the welfare of the Students through State Government Schemes like Naan Mudhalvan.	
The IQAC facilitated the Departments to organize Competitions and co-curricular activities to enhance the practical knowledge of the students in addition to gaining more competence in their field of study.	
The IQAC strengthened the placement activities of the college by efficiently giving career guidance counseling and placement training to all the Final year students, which enabled 82% of the students to be placed in reputed companies.	
The IQAC encouraged Blended Teaching-learning methodologies by motivating the teachers and the students to effectively use the ICT tools.	
The IQAC supported all the Community outreach and Gender Sensitization initiatives of the College.	
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
<p>To organize seminars, workshops and Guest Lectures with the External Subject Experts</p>	<ul style="list-style-type: none"> • On 26.8.2022, a guest lecture was given to the students of the Department of English Literature on the topic 'A Reflection of Life' by Ms. R. Pradeepa, Asst. Prof Department of English, Government Arts College, Ooty • On 29.09.2022 and 30.10.2022, Department of Computer Science Conducted two days workshop on Cloud Computing, Mr. Rahul, Software Engineer, Key Skills Hub, Bangalore was the resource person. • On 26.10.2022, Department of English Literature organized a State Level Webinar on 'Postcolonial Literature". Dr. S. Sneha Sri, Assistant Professor, Department of English, Periar University, Salem was the resource person. • On 2.09.2022, Department of Mathematics organized a seminar on Artificial Intelligence. • On 23.08.22, Department of Zoology organized an Awareness Programme and Food Exhibition on Fortified Food. Ms. Jagatheiswari, State Co-ordinator, Food Fortification of India (FSSAI) was the Guest speaker. • On 24.09.2022, Department of English Literature organized a webinar on 'Introduction to Literary Criticism'. Dr. Padmanaban, Assistant Professor, Department of English and Foreign Languages, Bharathiar University, Coimbatore was the resource person. • On 18.11.2022, a seminar on Grey Market and Digital Marketing was organized by the Department of

	<p>Commerce. • On 19.11.2022, a seminar on Ambush Marketing and Penny Stock was organized by Department of Commerce.</p>
<p>To organize Skill Development Programmes for all the students and staff.</p>	<p>• On 29.09.2022 and 30.10.2022, Department of Computer Science Conducted two days workshop on Cloud Computing, Mr. Rahul, Software Engineer, Key Skills Hub, Bangalore was the resource person. • On 03.03.2023, Department of Mathematics conducted a one day workshop on Latex. Dr. B. Ganga, Assitant Professor, Dept of Mathematics, Providence College for Women, Coonoor was the resource person. • On 24.03.2023, Naan Muthalvan Training Programme was conducted for the Final Year students on the topic 'Capital Marketing' Ms. Julie Sabastian, NSE Academy was the trainer. • On 28.03.2023, Naan Muthalvan Training programme was conducted on the topic 'Digital Marketing' Ronaldo Daniel was the trainer from NSE academy. • On 27.10.2022, Department of English organised a Guest Lecture on the Importance and Scope of English Language. Ms. Nancy Vinoth, Sr. Lecturer CPAT-TVS was the resource person. • From 30.1.2023 to 03.2.2023, members of Faculty from Department of Commerce and Department of Computer Science attended Naan Muthalvan FDP programme in Bharathiar University.</p>
<p>To encourage Research Culture among the Students and Staff of the College</p>	<p>• On 20.1.2023, Department of Commerce conducted the Ph.D viva-voce examination for V. Rincy</p>

	<p>Thomas. • On 28.02.2022, Department of Commerce conducted the Ph.D Viva Voce examinations for K.Divya. • Dr. J. Iswarya, Assistant Professor, Department of English and Ms. M. K. Priyanka, Assistant Professor, Department of English jointly published their patent along with a few other innovators in the official website of Intellectual Property, India with the title Impact of</p>
<p>To sensitize the Staff on the Quality Techniques in Higher Education and prepare themselves for the 4th Cycle of Assessment and Accreditation by NAAC</p>	<p>On 07.10.2022, a Faculty Development Programme was organized by IQAC on the title "Enhancing Quality Techniques in Higher Institutions". Dr. Vanathi, Assistant Professor, Department Of English Literature, Erode Arts and Science College, Erode was the Resource Person</p>
<p>To conduct Workshops on Placement Training.</p>	<ul style="list-style-type: none"> • On 17.08.2022, a Placement Training workshop was conducted for the students by Mr. V. S. Arun Bharathi, NIIT, Coimbatore. • On 22.02.2023, Department of Mathematics organized a career guidance programme. Nancy Johnson, Lead UG Career Enhancement, Azim Premji University, Bangalore was the resource person.
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> • Name of the statutory body 	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>COLLEGE COMMITTEE</p>	<p>28/12/2022</p>

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	03/04/2024

15. Multidisciplinary / interdisciplinary

The objectives and goals of NEP to enhance the standards of educational system in our country are well comprehended by the head of our college and its constituent members. Since the college is affiliated to Bharathiar University, the changes in introducing the inter-disciplinary and multi-disciplinary courses are done in accordance with the norms of the university. Diploma and Certificate courses are introduced as inter disciplinary courses catering to the students' needs of all the departments. Students are also given the liberty to choose their elective course since the college adheres to CBCS pattern. Apart from the core courses, the programmes offered, inherently has certain courses from various disciplines like environmental studies, professional ethics, human rights, yoga for human excellence etc., thus, making the programme multi-disciplinary. Furthermore, the students are constantly motivated and encouraged to enroll in online courses of their choice in portals like SWAYAM and MOOC for a wider knowledge.

16. Academic bank of credits (ABC):

The college has always been flexible to adapt to the changes in order to achieve a holistic education. Hence this student centric idea of Academic Bank of Credits has triggered the members of the Board of Studies of the affiliating university to create a flexible curriculum framework wherein it facilitates a greater academic mobility. The college is well ahead to guarantee this freedom in granting its degree once it is implemented at the University level thereby enabling the students to choose the best courses that suits their purpose and vision.

17. Skill development:

The National Education Policy introduced in our country functions with a chief motive to strengthen the quality of education in the all the levels from school to higher education through reforming the existing system and restructuring the framework of education. Henceforth, as per the guidelines of NEP, our institution has already been into the enhancement of the skill-sets of the students through various means. Our institution focuses primarily on the enrichment of the socio-economic growth of the students as well as the contribution of our students to the growth of our nation. All

the students of our institution are trained through skill-centric learning to meet the needs of the industries as well as the competitive society. For Example: The NAAN MUDHALVAN SCHEME implemented in our college emphasizes largely on exploring and developing the skill-sets of each individual student. Apart from this, the students are given umpteen numbers of opportunities to develop their abilities and make themselves an industry ready person. The Diploma courses (Communicative English and Secretarial Practice) and the Certificate courses (Communicative English and Multimedia) offered to the second and third year students help them to upgrade their professional skills and make the students industry ready by the time they graduate. Several students were upskilled through these courses and are more confident to face the world.

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

Education helps the students to get integrated to the culture to which they belong. Education helps to preserve the culture and social heritage by passing them to the students. Education inculcates the tradition, customs, values, arts and morals into the minds of the students. In addition to this, Education helps to modify the existing cultural patterns in the light of changes visible in the needs and demands of the society. As educating about the culture to the students has become the vital, our institution teaches various papers like Indian Writing in English and Indian Writing in English Translation as per the guidelines of the university inculcating the glorious culture and norms of India. In addition to this, all the students undergo a course in 'Yoga for Human Excellence' as a Non-Major Elective paper (Part IV)

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

Our Institution being affiliated to Bharathiar University, OBE was implemented in our institution in the year 2019, following the norms of the University. The institution is affiliated to Bharathiar University and follows the curriculum given by University. Programme Outcomes, Programme Specific Outcomes and Course Outcomes designed by Bharathiar University for all UG and PG programmes and communicated to all its affiliated institutions. The Board of Studies (BoS) constituted by the Bharathiar University, prepares the syllabus taking into consideration the suggestions put forward by faculty and stakeholders. The BoS prepares programme outcomes for each programme to be attained by the learners after the completion of each course. The curriculum and syllabus given by the parent university is discussed meticulously by each department and course outcomes are delineated accordingly. As an affiliated institution,

adhering to the rules and norms of University, Faculty members and students are made aware of the COs and POs. The framed POs, COs and PEOs were circulated amongst the faculty members and students. As the overall attainment level of PO and CO is evaluated at the university level, the institution initiated various measures to verify the attainment level of the students for the internal assessments. The institution follows both direct and indirect measures to evaluate the attainment of POs and COs. Assignments/Case Studies, Mini Projects, Internships, Group Activities, Club activities Participation in Extension activities and Entrepreneurship activities are the direct measures initiated by the college to find the course and Programme Outcome. All faculty members are suitably sensitized on the selection of direct measures in such a way that it leads to comprehensive fulfillment of the POs and COs. The institution has also initiated indirect assessment strategies and implemented them by including the following surveys: Student Satisfaction Survey, Student feedbacks, Student Exit Survey, Placement Rate and Alumni Survey. Programme Outcomes (PO's) are the abilities that a student has to achieve by the time they complete the programme. PO's include wide areas of knowledge, skills, and personality qualities that a student has to attain throughout their programme till graduation, Course outcomes are the statements related to a specific course of a programme. Hence, at the time of completion of their programme, the following outcomes are achieved: The students gain the proficiency in all the four important skills incorporating (LSRW) Listening, Speaking, Reading and Writing and good communication skills. The Students accomplish various competencies that are essential for their professional career and growth featuring Leadership Quality, Decision making, personal, interpersonal, logical, conceptual and analytical skills. The students acquire creative thinking abilities and innovative ideas to facilitate the real world problems and global challenges as a team and independently. The Graduates are capable of applying the knowledge of algorithmic principles and computing fundamentals in the modelling and design of computer based systems of varying complexity. They are able to provide software solutions for complex scientific and business related problems or processes that meet specified needs with appropriate consideration for the public health, safety and environmental considerations. The students are moulded as an industry ready candidates and a better citizen who works towards the upliftment and betterment of the society.

20.Distance education/online education:

Our Institution being affiliated to Bharathiar University, implemented online education at the time of Pandemic. Through Online

education, the teachers could make the students to experience cognitive communication and pervasive connections. They could make use of the learning tools like Google Classroom room, Zoom, Google Meet, etc to educate and improve the current and evolving needs of the students. In these modern online classes, a teacher's role is no longer confined to simply using the data and supplying the information because the content is available and accessible to the students anytime. The connection of the devices- "The Internet of Things" has a strong impact on our education system. Mobile accessibility delivers information and content to a Student's fingertips and provides our teachers with the ability to create extraordinary 'smart' lessons. The integration of learning experience programmes into online teaching as a powerful content provider with the ability to include all kinds of content with videos, podcasts, etc and an interactive environment with individualized recommendations. Online teaching learning is a part of the curriculum that is dedicated to the students' interest and passions that are related to the general topic of studying. Its main ideology is to stimulate students' curiosity, eagerness to explore and engage.

Extended Profile

1.Programme

1.1	344
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	502
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	621
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	181
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	37
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	42
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	37
Total number of Classrooms and Seminar halls	
4.2	67.96775
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	117
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 college is affiliated to Bharathiar University and therefore, all departments are mandated to follow the curriculum set forth by Bharathiar University. The college views the excellent curriculum delivery as its most important component. The university's Boards of Studies designs the curriculum, which the college follows. Our faculty members actively participate in the Board of Studies and its sub committees and greatly influence the curricular creation.

The Academic Schedule is framed by a committee led by the Principal and the Heads of the department. It is ensured that a precise schedule that effectively uses the units of time for academic and extracurricular reasons, such as theory and practice is devised right at the beginning of the academic year. By using lectures, ICT, life skills, value education, and additional classes balancing the various forms of engagement every student actively takes part in all the aspects of the curriculum.

The lesson plans include a precise distribution of the curriculum among the students.. Through a serious deliberation among the faculties, the distribution is done democratically. The Professors take great care to execute the lesson plan on time. The formal evaluating procedures include two Continuous Internal Assessments and one Model Examination (every semester), in addition to assignments, Student Seminars/ Presentations and relevant Group Discussions. Moreover, students are encouraged to consult with the teachers outside of class hours if necessary.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/1VxFbR15G1p6_Gu40VeCLojkb5Lp7GSrE/view?usp=drive_link

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

An academic calendar for each programme, containing the Reopening day, the last day of classes for the semester and the timetable for CIA/ Model Examinations, is announced by the College at the

beginning of the academic year.

The portions for each of the CIAs are decided in advance, and faculty members adhere to them. The Continuous Internal Assessment (CIA) of students includes seminars, assignments, quizzes, and Internal Assessment (IA) examinations. The revised Bloom's Taxonomy and the assessment scheme are used by the course instructors to create CIA question papers, which are then reviewed and approved by the department head. The examination committee develops an internal assessment test schedule, which is distributed to stakeholders and followed precisely.

Post CIA examinations, answer script analysis are all done by the appropriate course instructors.

The academic committee meetings are where the Principal regularly reviews the semester's progress and makes appropriate recommendations. In the event that the university alters the academic calendar, the institute makes the required adjustments.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ehcfw.ac.in/wp-content/uploads/2024/10/ACADEMIC-CALENDAR-2022-2023.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

13

File Description	Documents
Any additional information	No File Uploaded
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)

4

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

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

229

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

229

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

Cross-cutting societal issues are integrated into our institution's curriculum, including gender equality, environmental awareness, professional ethics, moral values, and human values.

The first year's curriculum includes an induction programme that focuses on morals and values. Universal Human Values and Professional Ethics are taught to all the students in Part IV as 'Environmental Studies', 'Yoga for Human Excellence' and 'Human Rights'. These papers offer pupils a free atmosphere for instilling ideals and fostering ethical competence. It is in response to a long-felt and pressing need to combine decision-making abilities with value education in their personal, social, and professional lives.

The college observes holidays with national and international significance, such as International Yoga Day, Republic Day, Women's Day, Independence Day, Teacher's Day, etc. These occasions help pupils develop their moral, ethical, and social ideals.

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

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

171

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ehcfw.ac.in/action/

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 sanctioned seats during the year

621

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

142

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

Strategies adopted for advanced learners:

It is required to determine the abilities of the students in the class by the teachers. Based on the ability determined, some students need only guidance and some students need a hard work and regular attention. Hence, the students are divided as Advanced and slow learners based on their ability and performance. After the internal test, Special coaching class incorporating classes on Skill Development, Communicative English, Aptitude and placement are conducted regularly for the first five class toppers in every class to encourage them and make them secure university ranks. Besides, the advanced learners are also encouraged to enroll in MOOC courses - SWAYAM, coaching classes for TNPSC and Civil Service and to participate in extra- curricular activities, inter collegiate paper presentation, Seminars and Symposium.

Strategies adopted for slow learners:

Group study system is encouraged with the help of the advanced learners through which they are urged to actively engage themselves in studies. The teachers take special care for the slow learners.

For example, the teachers impart bi-lingual explanations and discussions to the slow learners after the class hours and provide simple yet standard lecture notes, materials to the students for better understanding. Academic and personal counseling are given to the students by the tutor, mentor and the counseling cell. Remedial classes are conducted for the students who are slow learners, absent and who participate in sports and other activities with an aim to improve their academic performance.

File Description	Documents
Link for additional Information	https://drive.google.com/file/d/1Y5-8XE-odbundvQgbqHlBCyNWhbf4jOS/view?usp=drive_link
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
502	37

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

Technological advancements are transporting the world into a complete different arena where there is a rapid rise in every field. Therefore, to compete in this competitive world the students should have enriched skill-sets. Henceforth, the college is functioning with a mission to improve the social and economic strata of the Women Students. The college has also undergone a paradigm shift heading towards the student- centric learning. Since the ability and level of observation of the each student differs, the faculties facilitate the student- centric methodology of teaching to ensure the involvement of all the students and to make them innovative. In order to promote participative learning, students are assigned to do internships and projects. To bring out the talent of the students, Drama, debate, role-play etc., are conducted regularly, which helps them to improve their conversational and communication skills. To enhance the verbal skills, the students are urged to actively participate in Group discussions in the classrooms. The Literary Association functioning in the college empowers the students to distinguish their talent and shine through it. The students are given an opportunity to learn from experience through student seminar, Industrial visits and Field trips. The students are encouraged to actively participate in the NAAN MUDHALVAN scheme, which is a comprehensive skill development initiative launched by Tamilnadu Government.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/file/d/1MBSt7J-XpclTkJdvdrIEBQ0qPFEO7ogy/view?usp=drive_link

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

The utilization of Information and Communication Technology (ICT) in education has revolutionized the teaching-learning process. ICT's impact on education is profound, enhancing the teaching methodologies, boosting student participation, and improving their academic performance. Educators rely on and use ICT tools for various purposes which encompass video lectures, webinars, quizzes, online discussions, and seminars. These tools increase reach and accessibility among the students. Additionally, the ICT tools also help the students to personalize their learning experience as they can learn whenever and wherever with the ICT tools. The use of ICT tools has also helped to improve the engagement and attention of the students. Students benefit from flexibility, access to quality resources, interactive experiences, improved retention, and developed digital literacy skills.

The students were made to learn through various video lectures and tutorials, which helped the teachers to engage the attention of the students effectively. Through Webinars and guest lectures, the students were given an opportunity to listen to the experts and upskill themselves. The students participate in Online quizzes and assessments with more interest and improve their knowledge. Through the usage of ICT tools the students get access to global educational resources. By embracing ICT, our educational institution has unlocked efficient learning, fostered collaboration, and achieved remarkable results. Consequently, ICT has helped to empower the teachers, students, and also the institute for success in the digital age, transforming the learning experience and shaping the future of education.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://ehcfw.ac.in/wp-content/uploads/2024/10/ICT-Tools.pdf

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

23

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

37

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

17

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

275

File Description	Documents
Any additional information	View File
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 is following a systematic mechanism for conducting Internal Exams transparently and to deal with exam related grievances and to rectify the grievances in a stipulated time. The college firmly adheres to the rules and regulations of the affiliated University in conducting Internal and End Semester Examinations.

At Institute Level:

The Institution has an active Exam Committee to systematically conduct the exams and evaluate them transparently. Two Internal Assessment Tests and a Model exam are conducted each semester by the college. Timetable for the test is prepared in Advance and informed to the students a week before. The Answer Scripts are evaluated by the teachers and is given away to the students. The students check

for any discrepancies and if there is any discrepancy, the faculty clarifies them instantly without any delay. After the assessments, the report is submitted to the HOD and the Principal by the concerned faculty. The final Internal Assessment Mark is calculated on the basis of mark scored by the students in the two internal and model test with seminar and assignment marks. Faculty evaluates the assignments and seminars by the students based on the canons like Precision, efficiency, clarity, timely performance etc... as followed in the department. The evaluated assignments are returned to the students to avoid any discrepancy and maintain transparency. The institute strictly follows the criteria of the University and absolute transparency is maintained in Internal Assessment Tests.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://ehcfw.ac.in/wp-content/uploads/2023/03/UNIVERSITY-RESULTS-LINK.pdf

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

The Examination Grievance Redressal Committee looks after the complaints presented by any student and the possible resolutions to the complaints made. The main objective of this committee is to help the students to solve grievances related to university exam. The Committee members guide the students in rechecking the paper and re-evaluation. The grievances related to the evaluation of the University from the students are forwarded to the University Grievances Committee. Students who are not satisfied with their marks are aided by the faculty to apply for revaluation to the University. The response/ decision from the university is immediately intimated to the students. As per its system, the university provides photocopies of the answer papers. Students take this copy to the concerned teacher where he/she goes through the same and guides whether the answers are worthy of re-evaluation, rechecking or redressal. Being an affiliated college, Mechanism to deal with examination related grievances is transparent, time bound and efficient as per the university norms. Faculty members/Committee members guide the students about the procedure followed or the schedule of rechecking Copy viewing process and re-evaluation process as per University guidelines and procedure.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://ehcfw.ac.in/wp-content/uploads/2023/03/Examination-Grievance-Redressal.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our Institution being affiliated to Bharathiar University, OBE was implemented in our institution in the year 2019 following the norms of University. The institution is affiliated to Bharathiar University and follows the curriculum given by University. Programme Outcomes, Programme Specific Outcomes and Course Outcomes designed by the Bharathiar University for all UG and PG programmes and communicated to all its affiliated institutions. The Board of Studies (BoS) constituted by the Bharathiar University, prepares the syllabus taking into consideration the suggestions put forward by faculty and stakeholders. The BoS prepares programme outcomes for each programme to be attained by the learners after the completion of each course. The curriculum and syllabus given by the parent university is discussed meticulously by each department and course outcomes are set accordingly. As an affiliated institution, adhering to the rules and norms of University, Faculty members and students are made aware of the COs and POs. The framed POs, COs and PEOs were circulated amongst the faculty members and students. As the overall attainment level of PO and CO is evaluated at the university level, the institution initiated various measures to verify the attainment level of the students for the internal assessments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ehcfw.ac.in/wp-content/uploads/2023/03/PROGRAM-OUTCOMES.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

Program Outcomes (PO's) are the abilities that a student has to achieve by the time they complete the program. PO's include wide areas of knowledge, skills, and personality qualities that a student has to attain throughout their program till graduation, Course outcomes are the statements related to a specific course of a program. Hence, the students, at the time of completion of their program will be capable of

- The students gain the proficiency in all the four important skills incorporating (LSRW) Listening, Speaking, Reading and Writing and good communication skills.
- The students accomplish various competences that are essential for their professional career and growth featuring Leadership Quality, Decision making, personal, interpersonal, logical, conceptual and analytical skills.
- The students acquire creative thinking abilities and innovative ideas to facilitate the real world problems and global challenges as a team and independently.
- The Graduates are capable of applying the knowledge of algorithmic principles and computing fundamentals in the modeling and design of computer based systems of varying complexity.
- They are able to provide software solutions for complex scientific and business related problems or processes that meet specified needs with appropriate consideration for the public health, safety and environmental considerations.
- The students are moulded as an industry ready candidates and a better citizen who works towards the upliftment and betterment of the society.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ehcfw.ac.in/wp-content/uploads/2023/03/Syllabus-Link-All-Programmes.pdf

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

174

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://docs.google.com/document/d/1ovFDvBU-zkrN_hzwjngGg7IgAoiZ-hVY/edit?usp=drive_link&oid=116095506187493443915&rtpof=true&sd=true

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)

<http://ehcfw.ac.in/wp-content/uploads/2024/10/SSS-2022-2023.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	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

15

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

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

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

2

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

3.3 - Extension Activities

3.3.1 - 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 is conscious of its immense social responsibility and therefore, caters to the need of the neighboring community in all the ways possible.

NATIONAL SERVICE SCHEME:

The Motto of the National Service Scheme is: "NOT ME BUT YOU" This reflects the essence of democratic living and upholds the need for selfless service. It underlines that the welfare of an individual is ultimately dependent on the welfare of society on the whole. The National Service Scheme is aimed to develop the personality of NSS volunteers through community service.

The NSS Unit comprises of one Programme Officer and 100 volunteers. NSS Advisory committee comprises of Dr. K. Sujatha: Principal, and Dr. A. Rosilda Manju: NSS Programme Officer (Unit I).

The NSS volunteers participate in various rallies/awareness programmes for Anti-Drug Abuse, Dengue, Swachch Bharat, Saving Water, Disaster Management, World Population Day, Plastic Eradication, Traffic Rules, Road Safety, Legal Aids, Cancer and policies regarding, Environmental and Forest Conservation, Farmer's Scholarship, Tribute to Police Officers, Abdul Kalam's death anniversary etc., and also in programmes observing/commemorating important days like World Yoga Day, Independence Day, Republic Day, Voters' Day, World Tourism Day.

In addition to these, YRC, Yuvathis Club and Red Ribbon Club encourages the student volunteers to donate blood to the needy, tree-planting initiatives and to participate in competitions/programmes

organized by the District Youth Red Cross and Red Ribbon Club.

File Description	Documents
Paste link for additional information	http://ehcfw.ac.in/wp-content/uploads/2024/10/Extension-Activities-Web.pdf
Upload any additional information	View File

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

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

22

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

200

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

11

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

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.

Emerald Heights College for Women, Ooty, has been a pioneering institution since 1969, dedicated to promoting cultural and educational growth for women. Committed to holistic development, the college employs a dedicated staff that motivates students to navigate life's challenges and achieve success.

The college fosters comprehensive growth through diverse platforms, providing students with strong conceptual knowledge and practical skills. Facilities include 35 well-furnished classrooms, two auditoriums, multiple playgrounds, four science laboratories, three computer labs, a central library, and hostels. The laboratories are equipped with the latest software and instruments, maintained by faculty and lab assistants.

The library is regularly updated to reflect the changing syllabus, and the campus is wifi-enabled. Basic facilities such as a health center, restrooms, canteen, vehicle parking, and safe drinking water are also well-maintained. This comprehensive approach supports the college's mission to instill values and achieve excellence in education.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ehcfw.ac.in/wp-content/uploads/2023/03/Academics_new.pdf

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

The Institute offers a vibrant environment for students to engage in sports and cultural activities. All undergraduate students are encouraged to participate in these extracurricular opportunities. The Physical Education Department maintains both indoor and outdoor facilities, including a basketball court and a morrum volleyball ground, as well as spaces for indoor games like chess, carrom, and table tennis.

Coaching is a key component, with various coaches available to support students in their chosen sports. Senior expert coaches are also invited to provide specialized training. Evening practice sessions are encouraged, and students are motivated to compete in inter-collegiate and state-level competitions.

The college features two auditoriums that host conferences, departmental activities, cultural events, and celebrations throughout the year. Notable events include inter-departmental cultural activities, Annual Sports Day, Freshers' Meet, Farewell for outgoing students, and Yoga Day Celebrations, fostering a well-rounded student experience.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1u270vo3-wrzPzRr2GESprX35tBMsAYpW/view?usp=drive_link

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

37

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1xxoQYNq9EMxtJP5_RxEhEpKMn0zPYnrA/view?usp=drive_link
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)

13.45477

File Description	Documents
Upload any additional information	View File
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)

Name of the ILMS Software : CampesiLIB

Nature of Automation : Fully

Version :6.4.9

Year of Automation: 2017

The College features a centralized library covering 1,320 square feet, with a seating capacity for 35 users. Open from 9:30 a.m. to 5:00 p.m., it efficiently serves students, research scholars, and faculty, allowing each student to borrow up to three books. The librarian ensures effective maintenance of the library's extensive

collection, which includes books, journals, and e-resources for all majors.

Since 2017, the library has been computerized, utilizing CampestiLIB software with barcode facilities to streamline transactions. The OPAC (Online Public Access Catalog) allows users to easily search for materials by author, title, subject, or document type. An Online Gate Register with a barcode scanner manages entry logs for students and staff, enhancing security and accessibility.

The library also provides support for reference documents and maintains a digital archive for research output. With approximately 23,444 books, it includes special collections, newspaper clippings, question banks, and back volumes of journals. Additionally, e-learning facilities are available, featuring computers dedicated to accessing e-resources. The library is equipped with INFLIBNET, offering major collections of e-books, e-journals, and e-databases accessible through LAN, enriching the academic experience for all users.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ehcfw.ac.in/wp-content/uploads/2023/03/Library_new.pdf

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

A. Any 4 or more of the above

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

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

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

0.62156

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

40

File Description	Documents
Any additional information	View File
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

There are two computer labs with 36 computers in each lab equipped with internet facilities up to 50 mbps. Each lab has 2 printers, 1 projector with white board. Internet facilities has been connected with Ethernet including 6 Hubs for Internet Speed.

Each lab is connected with 10KV UPS for uninterrupted power supply which provides backup for 5 hours.

Every computer in Lab 2 has windows 7 operating system with the necessary software likes C, C++, Java, Python, Visual studio etc.

Lab 1 has dual operating system Ubuntu and windows 10 with advanced office version 16 and the latest software like MATLAB,RSTUDIO,VS CODE,UI PATH , Android studio powerBI, ,C++, Java, Python.

- The Computer laboratory is updated with latest software according to the changing syllabus.
- The system admin maintains the systems and services them regularly.

- The UPS provides uninterrupted power to the laboratory.
- Laboratory is provided with internet WI-FI connections.
- Laboratory log book is maintained and the students are Encouraged to use the lab even after college hours.
- The papers and print out for record for university practical examinations are provided in the college laboratory itself.
- The students are not allowed to wear their foot wears inside the laboratory.
- Technical experts service the computers once in a month.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1xG1FXOAE6usJtVnZUaTc4OtjNdW0Etoe/view?usp=drive_link

4.3.2 - Number of Computers

117

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

54.51298

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College has a well-established system for maintaining and optimizing its infrastructure. A systematic approach ensures that all physical facilities, including classrooms, are kept clean and sanitized by a dedicated multi-tasking staff. Electricians, plumbers, and other maintenance workers are contracted to ensure the smooth operation of resources, with oversight provided by the head clerk.

The sports room and playground are maintained by support staff under the supervision of the Physical Director. Fire safety equipment is installed throughout the campus, and security is enhanced by effective gatekeeping and surveillance cameras in key areas, promoting a safe environment.

In terms of academic facilities, maintenance tasks such as log book upkeep and management of learning resources are carried out within each department, overseen by the Heads of Departments. Laboratories are well-maintained by lab assistants, with periodic servicing of instruments and meticulous record-keeping in stock registers.

The library is regularly updated and pest-controlled using insect repellents to protect resources. Additionally, ICT facilities are managed by computer staff and technicians, who ensure that licenses and antivirus software are up to date for secure browsing. This comprehensive maintenance system supports a conducive learning environment for all students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1wKMLgn49Hlhd84LzvnA9sSe5yJc8i9mn/edit

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

186

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 benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

9

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	http://ehcfw.ac.in/wp-content/uploads/2024/10/Capacity-Building-and-Skill-Enhancement.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

218

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

218

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

<p>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</p>	<p>A. All of the above</p>
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

128

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

53

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/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.

9

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

Each department has the class wise representatives to interact with the faculty and administrative authorities. Class representatives , Hostel representative and Sports Secretary who are part of IQAC provide their suggestion for conducting cultural activities. Students organized a number of events like Freshers day , Teachers day , Christmas celebration , Pongal festival , Women Day , Hostel day and Farewell Party for the outgoing students whole heartedly. Apart from this they also render their support to the college function like Independence Day, Republic day, College Day and in Departmental activities. They contribute their service to the students who are not in good health. The hostel representative assists and participate in the efficient and smooth functioning of the hostel. Placement cell has helped in channelizing the students career. In this way the college provides platform to the students to showcase their talent and creative skills and also promote the Team spirit and leadership qualities of the students.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Nn3DKGUv3bRT6yjKWdIiqMMGIwoUcag4/view?usp=drive_link
Upload any additional information	View File

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

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

14

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

The Alumni of our college is quite contented with the way they had been groomed and moulded. In the first year they were provided Induction Programme and Bridge Course. Periodical Meetings with the Alumni served as the platform to share their experiences, views and the time they had in their Alma Mater. Several events to benefit them had been organized and each programme enabled them to identify their unique potential. They were satisfied with curricula, teaching methodologies, learning resources, evaluation, remedial coaching, and Awareness Programmes. Educational Tour had been organized and it helped them to understand our Ecosystem, environment, people - their customs and habits. As part of Extension Activity and Best Practices their visit to Old Age Home, Orphanages, Home for the Destitute and tribal centres helped them to realize their social responsibilities. The girls after the completion of their Programme, passing out of the campus express their feelings that they miss their Alma Mater. Whenever they had time they visit the college and they feel delighted to share their experiences and they are happy to visit our college as the guest speaker in order to motivate the students to achieve something great and glorious .

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/18Vs7q0dfNwebuKb80CfW1PULrHlW4cTI/view?usp=drive_link
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college leadership is passionate about achieving the Vision and Mission of the college and this is apparent through the steps taken.

1. Vision: To develop all round personality of every individual and make each one a good human being.

2.Mission:

To impart a value-based education, moulding character, culture and infusing moral and ethical values. To make education easily affordable to the economically backward students. To make women independent and self sufficient to meet the challenges of life.

3. Nature of Governance:

Ethics and growth are the foundation of the institution's governance. The Principal and Secretary- the Academic Head of the Institution, aided by IQAC, Heads of the Departments, Section Heads and Chairpersons of the college work with forthrightness and accountability. Teachers act as obliged members of statutory and non-statutory committees and cells. The institution's policies, strategies, resources, and quality assurance initiatives focus on the substantial functioning of the college. All stakeholders strive to achieve the vision and mission of the institution.

File Description	Documents
Paste link for additional information	https://ehcfw.ac.in/vision-mission-2/
Upload any additional information	View File

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

Decentralization and Participative Management have been the key factors for the development of the Institution. The Internal Quality Assurance Cell (IQAC) executes a

scrutiny of the performance, determines the areas in which the college requires to put in improvements, and thereafter takes the appropriate activities in order to improve the

institution;s overall quality. General body meetings and Heads' meetings are conducted periodically, in which suggestions and feedback are welcomed from the faculty members.

The inputs are further processed to manoeuvre the institutions progress.

File Description	Documents
Paste link for additional information	https://ehcfw.ac.in/governance-2/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution prepares a perspective plan document that comprises of term and long term plans for envisioning the future of the institution The Institutional Strategic/Perspective Plan encompasses tent areas: student capability enhancement, faculty staff development, research, collaborations and linkages, extension services, infrastructure development , and utilize environmental concern through sustainable green initiatives and quality assurance and quality enhancement. Activity implemented based on the strategic plan: parking in the base. These facilities cater to the needs of

the increasing number of students, staff and guests.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1CWmdkXZz-ZGLeR6rWzySlGFc-6jtaxWx/view?usp=drive link
Upload any additional information	No File Uploaded

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

The Institution adopts the following setup to deploy its policies at various levels. The secretary is the administrative head of the college. The Principal being the academic head, works meticulously for furthering the objectives of the college. The Principal ensures proper governance of the college by abiding to the rules and regulations and is assisted by the academic and administrative staff. The Heads of the departments are directly responsible for the functioning of their respective departments. Planning for the curricular activities, co-curricular and extra-curricular activities, association activities, extension activities, conduct of the internal exams etc are directly planned and implemented at the approval of the Heads of the departments. The members of the faculty assist the Heads of their respective departments in their endeavours. At the college level, the Academic Duties are distributed to the departments in rotation. Several committees are formed at the college level and each committee is assisted by at least one senior member of the faculty for its effective functioning. The administrative staff help in assisting the students get their scholarships promptly in addition to maintaining the administrative and academic records. The recruitment of teaching and non-teaching staff and their promotional policies and service rules are in accordance with the latest regulations of the UGC and TamilNadu Government and Bharathiar University.

File Description	Documents
Paste link for additional information	https://ehcfw.ac.in/governance-2/
Link to Organogram of the Institution webpage	https://ehcfw.ac.in/governance-2/
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

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institution gives priority to the welfare to the faculty members. Several beneficial measures have been taken in the development and improvement of the faculties, both teaching and non-teaching staff. Faculties are given leave on-duty to attend training programs, conferences, seminars etc. Seasonal vacations are enjoyed by the members of the faculty, which helps in having a stress-free working environment. Other facilities like access to free wi-fi and internet inside the campus, with access to library books. As per the rules of the Employees Provident Fund, staff members are provided with proper PF and ESI. Accommodation is available with minimal mess charges, and canteen facility is also available during working hours for both teaching and non-teaching staff. Certain training programs and motivational counseling are given including meditation and yoga classes to have a healthy working environment, which helps in increasing the work life balance of the employees.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1mE448Bawbxf98lhc_yeP-VijE20rIp7w
Upload any additional information	No File Uploaded

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

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

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)	View File

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

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

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

8

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

As per UGC norms, faculty promotion goes with UGC required standards. The appraisal report is based on the employee's yearly performance as determined by their academic and research activities with recognition to achievements on various categories. Student feedback on academic performance of the faculty is collected at the end of each academic year, which helps to evaluate. Non-teaching

staff are appraised with their maintenance of documents, hard work and technical abilities.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1K1299tdxcCnfw2GdbqXu8Y_90kOrvE3C/edit
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

Financial Management is done by planning, organizing and controlling the use of financial resources of the Institution, it goes with transaction recording, report generation and budgeting. Audit takes place as the College norms, payments, administrative records, staff and student attendance are checked by the auditors, which is accordingly done by Internal and External audit.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/14S03D8wln9FxMW3AAhE5ZFQOBtzbF5bh/view
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

File Description	Documents
Annual statements of accounts	View File
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

Being a Government Aided Institution the financial sources are from the government through Director of Collegiate Education and through the Joint Director of Collegiate Education, Coimbatore. The expenditure bills are presented to Joint Director of Collegiate Education. The amounts are paid to the parties through Electronic Clearance System by the Regional Joint Director of Collegiate Education, Coimbatore through treasury. The fee permitted by the TamilNadu Government is collected from the students every year and deposited in the Syndicate Bank, Ooty. University fees structures corresponding to the Affiliated University is being collected from the students. All the students in the aided are given tuition free of cost. The special fees are collected from the students under various heads such as Games, Magazine, Calendar etc, and are being spent for the purpose for which it was collected. Reconciliation is done whenever needed and certificate of the acceptance from Regional Joint Director of Collegiate Education, Coimbatore is obtained.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/14S03D8wln9FxMW3AAhE5ZFOOBtzbf5bh/view
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 checks the academic performance regularly to promote the goals of the college, like conducting seminars and webinars, intercollegiate conferences. Also, inauguration of Associations in each Department for the development of the students of the

corresponding Departments. The IQAC collects and evaluates student feedback on the curriculum and instructional strategies.

File Description	Documents
Paste link for additional information	https://ehcfw.ac.in/wp-content/uploads/2023/07/IQAC-MINUTES-2022-23.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

The IQAC of the Institution reviews the teaching and learning process and methodologies, which involves both the teacher and the student in order to achieve the proper outcome. The teaching resources are developed by the teachers with different methods such as experiential learning, participative learning and problem-solving methodologies and it creates an environment to engage and acquire knowledge. Feedback forms are gathered and compiled by the IQAC of the Institution, which helps to inform the faculties about the strengths and weakness for the improvement.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/10303ie46mJmr02BkDR0bm0cRIKjkrjI?usp=drive_link
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	https://ehcfw.ac.in/agar/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has initiated measures for creating the right kind of gender sensitive environment leading to mutual respect regardless of gender. Gender sensitization was handled effectively by motivational speeches from eminent speakers who opened up new visitors and perspectives of gender equality.

The college organized the following programmes to raise awareness about gender justice

- o Awareness on Poshaan
- o Awareness on Sexual Harassment
- o Legal Awareness Programme
- o International Women's Day was observed by celebrating women hood through talks and cultural programmes.

All these programmes focused to provide awareness about creating a society which values and supports women and prepare them for the social work in respect of career opportunities. The institutions primary concern is the safety and security of the students and faculty members. Our college provides safe and inclusive environment to students and faculty members. For safety and security of the students the following are maintained

- Uniform dress-code and ID card

- CCTV surveillance
- Gated campus with security at the entrance.

Ragging Curb Committee, Grievance Redressal cell, Anti- sexual harassment cell and various committees look into the well-being of the student community.

- Yoga and Meditation for confidence-building

File Description	Documents
Annual gender sensitization action plan	https://docs.google.com/document/d/1HM-ZqM5I10IYFA23HS3zkTZ2fYttTdPf/edit?usp=drive_link&oid=116095506187493443915&rtpof=true&sd=true
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://ehcfw.ac.in/wp-content/uploads/2023/03/FACILITIES_PROVIDED.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	D. Any 1 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste Management

- Clean Campus:Regular clean-up activities engage students and staff in maintaining cleanliness. - Systematic Disposal:Waste collection and disposal are organized in classrooms, labs, and offices. -

Authorized Disposal:Used paper and waste are disposed of through authorized vendors. - **Minimized Paper Use:**Most communication is conducted online to reduce paper usage. - **Plastic Waste Segregation:**Separate dustbins for plastic waste promote responsible disposal. - **Waste Segregation:**Biodegradable and non-biodegradable waste is collected and segregated for recycling. - **Collaboration with Municipality:**Segregated waste is taken by Nilgiri Municipality to recycling centers for manure production.

E-Waste Management

- **Repair Services:**Electronic gadgets are repaired by lab technicians for optimal use. - **Educational Use:**E-waste components are used in practical demonstrations for students. - **Authorized Collection:**E-waste is collected and disposed of through authorized vendors. - **Energy Efficiency:**Ordinary bulbs are replaced with LED bulbs to reduce electricity consumption. - **Responsible Disposal:**Condemned computers are sold to professional vendors for proper disposal. - **DIY Projects:**Reusable components like resistors and capacitors are salvaged for student projects.

Hazardous Chemical Waste Management

- **Safe Storage:**Lab chemicals are stored in labeled containers in designated cupboards. - **Spill Management:**Immediate action is taken in case of chemical spills.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://ehcfw.ac.in/wp-content/uploads/2023/03/7.1.2-Degradable-and-NonDegradable.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

B. Any 3 of the above

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

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

D. Any 1 of the above

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

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	View File

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

The college believes that quality education is the key to success of the students beyond all barriers. Diverse group of students are admitted in the college from different states, cultures and religions. The college provides equal opportunity and access to education for all students. Students from socio-economically disadvantaged groups receive scholarships by the government and non-government organisations. Regular assembly and thought for the day inculcates values and responsibilities in the students. The students and staff follow code of conduct meticulously. Under Part I, the students have the choice of regional languages like Tamil, Hindi, French, Malayalam, Kannada, and Sanskrit. In addition, the course Value Education - Human Rights in the undergraduate programme also inculcates values, duties, rights and responsibilities of every citizen.

The college develops a sense of integrity among the students, educating them to respect every culture and thereby promoting peace and harmony. The college also celebrates various religious festivals like Pongal, Deepavali, Onam, Christmas, etc., and other non-

religious festivals with great fervour and enthusiasm. These celebrations help to promote a communal harmony among the students. Pledge is administered on various days like Sadbhavana Diwas, Vigilance week, National Unity Day, etc, organised by the NSS for the students and staff to promote communal harmony.

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 college believes that quality education is the key to success of the students beyond all barriers. Diverse group of students are admitted in the college from different states, cultures and religions. The college provides equal opportunity and access to education for all students. Students from socio-economically disadvantaged groups receive scholarships by the government and non-government organisations. Regular assembly and thought for the day inculcates values and responsibilities in the students. The students and staff follow code of conduct meticulously. Under Part I, the students have the choice of regional languages like Tamil, Hindi, French, Malayalam, Kannada, and Sanskrit. In addition, the course Value Education - Human Rights in the undergraduate programme also inculcates values, duties, rights and responsibilities of every citizen.

The college takes incredible efforts in supporting the students to indulge in various celebrations. These celebrations develop a sense of integrity among the students, educating them to respect every culture and thereby promoting peace and harmony. The college also celebrates various religious festivals like Pongal, Deepavali, Onam, Christmas, etc., and other non-religious festivals with great fervour and enthusiasm. These celebrations help to promote a communal harmony among the students. Pledge is administered on various days like Sadbhavana Diwas, Vigilance week, National Unity Day, etc, organised by the NSS for the students and staff to promote communal harmony.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various 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

Our institution is consistently working to find new ways to create a clean and green environment. Our college is a smoke-free campus. Seminars and awareness programmes are often organized to educate the students about environment and sustainable development. Our college has a number of active clubs for organizing such activities and programmes. In order to nurture cultural and traditional values of every community among the students, our institution organizes cultural events, Pongal, Onam, Diwali, Christmas and Holi celebrations. The students are given regular orientation programmes on values, rights and duties in order to promote them to be responsible citizens. The institution encourages the students and staff to pay respect to national events and international

commemorative days by celebrating them with harmony.

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.

1. Title : Club Activities of the Department of English

Objectives:

1. To enrich the students' love for language and enhance their literary skills.
2. To encourage students to become great orators by displaying their skill of persuasion and independent thinking.

Context:

The Department of English has four clubs, The Rivals - Debating Club, The Mask - Drama Club, The Tin Drum - Music Club and The Fountain Head- Quiz Club.

The Practice:

Debating, Acting, Music and Quizzing Skills are incredibly valuable in today's competitive world.

Evidence of Success:

After the completion of every activity, the students exhibit great analytical and creative thinking skills.

Problems encountered and Resources required:

The foremost problem in organizing such activities is fear of public speaking in the students.

1. Title : Online Programmes/ Webinars and Seminars

Objectives:

1. To expose our students to the expert knowledge of eminent professors with rich academic experience.
2. To enlighten the students by introducing them to new areas of learning.

Context:

As a means of its pursuit, the department hosted various webinars.

The Practice:

Eminent Professors like Dr. Padmanaban, Bharathiar University, Dr. Sneha Sri, Periyar University, Salem and Dr. Karthiga S.V, Assistant Professor in English, SRM Institute of Science and Technology, were the resource persons.

Evidence of Success:

These webinars are an instant success as they are convenient and resourceful and they do not need grand budget allotments.

Problems encountered and Resources required:

The primary problem in organizing such virtual events is that we might have to encounter technical, technological issues that go beyond our control.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

As a college of historical reputation, we take great pride in catering to a large number of students from the Scheduled

Communities for the past 53 years. It is our most distinctive feature for we are the only Government aided institution for women in Ooty. Every year, approximately 40 % of the students come from the most underprivileged sections of the society. Most of them are first generation graduates who come from Government Schools from rural areas, but with a zeal for excellence and empowerment.

Our college stands distinctive in arranging scholarships for all the deserving students. We help our down-trodden, economically backward students to get financial help. Apart from the government scholarships to SC/ST students, we provide institutional scholarships and free-ships for the students. All these efforts of our institution have made the under privileged students of this region to lead a confident and honourable life, as their financial burden is eased out, enabling them to be graduated in the best way possible, allowing to come out of their shells by developing their self-confidence and employability skills. As a permanent feature of our college, this would continue to benefit all our students, in general and SC/ST students, in particular.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To prepare the College to undergo the fourth cycle of Assessment and Accreditation by NAAC.
2. To sensitize and organize Research related activities and programmes like Conferences, Seminars, patents and publications and nurture the Research Culture among the students and staff community.
3. To motivate the Staff of the College to participate in academic enrichment programmes like FDPs, STCs, MOOCs, Refresher Courses, and so on.
4. To contribute considerably to the Society through the Extension Activities done by NSS, YRC, RRC and Yuvathi Club.
5. To facilitate the Overall Skill Development of the Students by religiously conducting Skill Development Programmes regularly that focus of Soft Skills, Life Skills, Communication Skills and ICT

Skills as regulated by the State Government Schemes like NAAN MUDHALVAN.

6. To strengthen the Alumni Relationship with the College by creating a rapport that assists in their contribution to the well being of existing students.

7. To give adequate Awareness about current social issues like Drug Abuse, Human Trafficking, Sexual Abuse, Cleanliness, Cyber Crime, Corruption, POCSO, Mental Health, Environment and Climate Change through NSS.

8. To promote civic duties and responsibilities by making them register as voting citizens and create awareness the Electoral Committee's activities.

9. To promote Entrepreneurial temperament in the students by empowering with the fundamentals of the business world.

10. To organize Industrial Visits and Educational Tours to give hands-on experience to the students.