



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	C. KANDASWAMI NAIDU COLLEGE FOR WOMEN
• Name of the Head of the institution	Dr. K. Mullai
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04142-230408
• Mobile no	9443855851
• Registered e-mail	ckncnaac2017@gmail.com
• Alternate e-mail	cknc2017college@gmail.com
• Address	C. Kandaswami Naidu College for Women, Semmandalam
• City/Town	Cuddalore
• State/UT	Tamil Nadu
• Pin Code	607001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Semi-Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Thiruvalluvar University, Vellore & Annamalai University, Chidambaram				
• Name of the IQAC Coordinator	Dr. S. Jancy Sophia				
• Phone No.	04142285053				
• Alternate phone No.	04142285053				
• Mobile	9994270987				
• IQAC e-mail address	antoniraj.69@gmail.com				
• Alternate Email address	ramyagashreya@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://cknccud.in/AQAR-2020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://cknccud.in/academic-calendar-2021-2022.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.66	2018	16/08/2018	15/08/2023
6.Date of Establishment of IQAC			15/07/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	3	
<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? 	No	
<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)		
Student's physical, mental, and emotional well-being has been enhanced through the execution of a Strategic Plan framed by the IQAC for the Management Of Post-Pandemic Behavioural Issues Among Students.		
Promoted Altruism (Unselfish concern for other people) among staff and students through a hair donation camp for cancer patients which was organized in association with Cavin Care.		
Our HEI has become a part of the Vidyanjali Higher Education Programme by registering on the portal on 09.02.2022 as per the recommendation of the Ministry of Higher Education.		
Green/Energy/ Environmental audits have been appropriately done in association with Alcheme Green Energy Company, Madurai, and received the reports and certificates.		
MOU has been signed with ITC- WOW- Chennai for the Recycling of papers and disposal of e-waste.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
To plan and consolidate the AQAR to be submitted to NAAC for the academic year 2017-18, 2019-20,	AQAR for the following years was prepared and submitted on the following dates. 2019 -2020 -	

and 2020-21	30.12.2021 2020-2021 - 24.03.2022 2017-2018 - 15.05.2022
To Discuss the final pricing of the online application portal for admission 2021-22 with Nlabs Technology, Chennai 7	Yearly rental for software, Cloud server Hosting, SMS gateway, Special discount were finalised on 15.06.2021 in association with college committee
To initiate the introduction of new certificate courses.	Following New certificate courses were implemented ? Introduction to Nanoscience and Nanotechnology. ? Fundamental Laboratory Techniques ? Sanmarka Vazhviyal ozhukangal ? Information Economics. ? Communication skills for personality Development ? Microsoft Office
To orient staff toward various parameters of the AQAR format of the revised Manual.	A faculty Development Programme on "AQAR format of the revised Manual" was organized from 13.09.2021 to 20.09.2021.
To find an effective solution for waste management, especially on Paper waste and E-Waste.	MOU has been signed with ITC-WOW- Chennai for the Recycling of paper and e-waste on 27 .04 .2022.
To conduct a Quality Enrichment Programme for administrative staff.	A Work Shop on "Important functions of Tally in accounting" was organized for administrative staff members on 07.10.2021 & 08.10.2021
To create awareness regarding the CUCET examination among students.	Created awareness among all the final year students regarding CUCET examinations through a circular with all the details of CUCET 2022(Application Form, Exam Dates, Eligibility, Exam Pattern, procedures) via Heads and staff of all the departments on 07.01.22

To Conduct a capacity-building program for first-year students.	A capacity building program on "Team Work and Time management " was organized in association with Next -Gen solutions from 02.02.2022 to 07.02.2022.
To conduct a skill enhancement Programme	A skill enhancement program on" Yoga and Wellness" was organized in association with the World Community Service Center, Chennai, and the sub-center for yoga studies, Annamalai University, Chidambaram from 02.02.2022 to 07.02.2022.
To promote digital Literacy among the I-year students.	The registration process in Pradhanmantri Gramin Digital Saksharta Abinayan was done for first-year students in association with Next Gen solution from 07.02.2022 to 09.02.2022.
To become a part of the Vidyanjali Higher Education Programme.	Our HEI has become a part of the Vidyanjali Higher Education Programme by registering on the portal on 09.02.2022 as per the recommendation of the Ministry of Higher Education.
To celebrate MatriBhasha Diwas as per the declaration of UNESCO.	As per the declaration of UNESCO, MatriBhasha Diwas (International Mother language day) was celebrated on 21. 02.2022 by conducting various interdepartmental competitions in association with National Integration Club.
To enrich the students with the guidelines of competitive Examinations.	A program on guidelines of competitive Examinations was conducted for all the students from 23.02.22 to 02.03.2022.
To train the students in Aptitude and Logical reasoning.	Training for Aptitude and Logical reasoning were given to II and III-year students in association with Next-Gen

	solutions on 23.01.2022 and 24.01.2022
To inculcate a sense of Environmental Responsibility.	A Webinar on "Magical Mangroves" was organized on 11.01.2022 in association with Green Club and WWF.
To insist on code of conduct among students since the period was a Post covid period.	A monitoring committee was framed which includes NCC, an anti-ragging cell, an anti-sexual harassment cell, a Grievance redressal committee, NCC cadets, and the student council and a meeting was organized on 12.08.2021 regarding the code of conduct.
To insist on the responsibility of staff in student's physical, mental and emotional well-being since they lack socio-academic experiences significantly during the covid period.	A discussion on "post-pandemic behavioural issues among students "was arranged with Heads and staff and a strategic Plan was Prepared and it has been executed on 19 .08.2021
To promote Altruism (Unselfish concern for other people) among staff and students.	A hair donation camp for cancer patients was organized in association with Cavin Care and Women Cell of C. Kandaswami Naidu College for Women, Cuddalore-1 on 09.03.2022
To organize orientation Programmes for undergraduate first-year students by the respective departments	The orientation program for undergraduate first-year students was organized by the respective departments in the month of October.
To organize a seminar on Intellectual Property Rights through the Department of Commerce.	A seminar on Intellectual Property Rights was organized on 14th June 2022 by the Department of Commerce.
To insist on the upgradation of certain existing computers and to install software as per the curriculum	Twenty-one computers have been upgraded and python software was installed.

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

Name	Date of meeting(s)
College Committee	18/05/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	14/02/2023

15. Multidisciplinary / interdisciplinary

In accordance with our vision: "Empowering rural and less privileged young women through holistic education". Our institution aims at transforming the knowledge and values of our students towards the attainment of a holistic and multi disciplinary education. Presently, this institution being affiliated to Annamalai University, Chidambaram and partly to Thiruvallur University, Vellore follow the syllabi prescribed by the respective Universities. Some of our senior and eminent professors being the members of the body of the Board of Studies representing the need of our students, contribute their valuable suggestions in framing the syllabus which incorporate credit based courses and projects in the areas of community development and service, environmental education, holistic and multi disciplinary education. As part of the syllabus students are provided with non major subjects where they have the flexibility to choose any subject as per their choice apart from their major subjects. Along with the main fabric, skill based and value based subjects like environmental studies, value based studies such as human rights, translation and gender studies and upgradation of computer knowledge and skills are interwoven to enable students to come out with flying colours, equipped to confront with the need of the society. Periodically students are guided with educational tours that expose them to the ecological and social conditions and needs, inspiring them to take up research works. Our institution has installed many clubs and associations that organize guest lectures and seminars on current issues and challenges. Our students extend their service to the less privileged and needy by taking part in adult education programs and mass literacy movements. Every year Samathuva Pongal is celebrated in the institution, where students

from all discipline join together and celebrate. This integrates arts and science students and emanates friendship and unity among students.
16.Academic bank of credits (ABC):
NA
17.Skill development:
NA
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
NA
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
<p>Outcome-based education or outcomes-based education is an educational theory that bases each part of an educational system around goals. By the end of the educational experience at our institution each student of our institution would have achieved the following outcomes. ? The Program outcomes of the Bachelor of Arts are as follows: PO1: Students are introduced to community engagement and global understanding PO2: Critical and creative thinking of the students has been developed. PO3: Students developed their Communication skills. PO4: Ethical values are inculcated among the students. ? The Program outcomes of the Bachelor of Commerce are as follows: PO1: Students received the knowledge of the application of basic skills necessary for the analysis of programs in Economics, Accounting, Marketing, Management, and Finance. PO2: Understanding of the students is improved in the national economic and business scenario. PO3: Students developed their entrepreneurship and contributed to the successful operation of a business. ? The Program outcomes of the Bachelor of Science are as follows: PO1: The students understood the fundamentals of science education. PO2: The students' knowledge in all basic sciences is enriched. PO3: Interdisciplinary approach amongst students has been developed. PO4: A sense of scientific responsibility, and social and environmental awareness have been inculcated among the students. PO5: Students build up a progressive and successful career in academics and industry. PO6: Students are motivated to contribute to the development of the Nation and community.</p>
20.Distance education/online education:
NA
Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	448
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2256
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	509
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	787
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	97
File Description	Documents
Data Template	View File
3.2	97

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	21
4.2 Total expenditure excluding salary during the year (INR in lakhs)	11,52,839
4.3 Total number of computers on campus for academic purposes	37
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	
<p>C.Kandaswami Naidu College for Women, Cuddalore is affiliated with Thiruvalluvar University, Vellore, and follows the curricula designed by the affiliated University's Board of Study. The college council meets at the start of each academic year to develop plans to ensure effective curriculum delivery. The general timetable schedule has been set with a proper work load.</p> <p>Each department holds meetings to discuss the course distribution. Every teacher creates a semester-by-semester teaching plan. On a regular basis, departmental meetings are held to review the completed syllabus. The books in the College Library are of good quality. New books are ordered in response to the demand.</p> <p>The following activities are being carried out: laboratory experiments, fieldwork, student seminars, research projects, field surveys, educational tours, industrial visits, etc.</p> <p>The collegesponsors seminars, conferences, and workshops to advance knowledge. Assignment submission, unit testing, internal testing, and model exams are all carefully planned and carried out. Mark</p>	

lists and records of regular attendance are maintained. For slow learners, remedial classes are offered, and advanced students receive specialised instruction.

Every academic year, the administration receives a report detailing the analysis of the feedback received from students, parents, and staff

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

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

The institution conducts Continuous Internal Evaluation (CIE) in accordance with the academic calendar. The university notifies all programs of the academic calendar before the commencement of each semester.

The Institution plans all of its activities, including conducting Continuous Internal Evaluation (CIE), and adheres to the calendar provided by the University. According to the academic calendar of the affiliated University, the institute creates an institute-level calendar. With the exception of unforeseen circumstances, CIE and all activities follow the schedule.

Faculty members can plan their respective teaching methods, academic schedules, and extracurricular activities with the guidance of the academic calendars. The Continuous Internal Evaluation (CIE) of students includes seminars, assignments, quizzes, and Internal Assessment tests (IA).

The course teaching staff creates IA question papers and the evaluation scheme, which are approved by the Department Head. Course Teachers are responsible for evaluating answer scripts. CIE is also used in laboratory classes, project work, and internships. The major components of laboratory course evaluation are the conduct of laboratory experiments, the viva, and the submission of records. The Principal conducts frequent progress reviews through academic committee meetings. If the university changes the academic calendar, the institution renders the necessary changes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://cknccud.in/academic-calendar-2021-2022.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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

16

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)

7

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

1909

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

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

Our institution incorporates societal cross-cutting themes including moral and human values, professional ethics, ethical values, gender equality, and environmental awareness, all of which are interrelated and essential to society.

The first and second semesters of all UG programmes' curricula contain environmental studies and value education, two 30-hour courses each. Human Rights is a required course that is part of the UG History curriculum in the fourth semester and the PG History curriculum in the second semester. These courses last for 30 hours. These topics offer pupils a free atmosphere for instilling ideals and fostering ethical competence.

The college celebrates days which are having national and international significance, such as National Integration Day, International Yoga Day, Teacher's Day, Women's Day, and Republic

Day. These occasions help pupils develop their moral, ethical, and social ideals.

In addition to offering counseling to students, the college's Grievance Redressal Cell, and Monitoring Committee also handles matters pertaining to the safety and security of female students, employees, and teachers. The college is having a tradition of rainwater harvesting. To educate students on the effective use of natural resources, the college hosts workshops and seminars on environmental and ecological issues.

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

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

5

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

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

130

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	http://cknccud.in/feedback-analysis-21-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://cknccud.in/feedback-analysis-21-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

844

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

524

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

1. The Institution assesses the learning levels of the students and organizes special programmes for advanced and slow learners.
2. Student representation is diverse just in terms of regional and linguistic aspects and also at their level and pace of comprehensibility, groups based on students level of comprehension, classroom observation, interaction are used as a measuring system to assess learning levels of the students
3. The criteria for categorizing the students as advanced learners. Average learners or slow learners are not based on their scores in the examination but on the above mentioned observations.

The following are the strategies for Slow Learners;

1. Explanation and notes, Revision classes, counseling sessions and classroom activities
2. Tutor ward coaching
3. Advanced learners guiding slow learners
4. Remedial teaching
5. Providing handwritten notes for easy understanding
6. Group study methodology

7. Giving additional learning materials like question bank,
8. University question papers
9. Compensatory teaching
10. Encouraging them to articulate orally in the class and giving more chances for better classroom performance
11. Encouraging them to spend more time on reading in libraries

The following are the strategies for advanced Learners;

1. Project work
2. Group discussions
3. Giving them additional reference books
4. Coaching for competitive exams
5. Motivating them for classroom presentation
6. Engaging in peer teaching (slow learners)
7. Book review
8. Conducting quiz
9. Writing assignments on more challenging topics
10. Guiding them to prepare digital slides like PPT on certain topics.

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

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

Number of Students	Number of Teachers
2256	97

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

Teaching Learning Process

1. Teachers make every attempt to complete the syllabus. They make use of the internet to equip themselves with the latest

trends in their respective subjects.

2. Personalized learning
3. Classroom activity is enlivened through discussions
4. Problem solving
5. Blended learning.
6. Power point presentation: Students are encouraged to take note in class and interact through question and answer and discussion.
7. These are the innovative teaching strategies for better student engagement.

Experiential Learning

1. Visiting Museum and Historical Places to learn about the collection that represent history, culture and National History. They are taught to make use of the library for reference material, journal and prescribed texts.
2. Students are encouraged to observe the value of the things In addition to reading about them.
3. We follow some established learning styles such as visual, auditory, reading, written and using multi models For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment etc. Teaching and learning activities are made effective by these presentation methods.
4. Many teachers use the conventional black-board presentation method.
5. Interactive methods: The faculty members make learning interactive with studentsto participate in group discussion, role play, subject quiz, news analysis, educational games and discussion of questions and answers on current affairs etc.

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

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

Teachers use ICT enabled tools for effective teaching-learning process;

1. Our department faculty use ICT-enabled classroom with LCD Projectors Wi-Fi connectivity, software power point presentations developed by Teachers to expose the students to advanced knowledge and practical learning.
2. ICT helps students to develop new skills and become more creative.
3. You-Tube, E-mails whatsapp group, Zoom and Google classroom are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, functioning as mentor and share information.
4. Power Point presentations faculties are encouraged to use PowerPoint presentations in their teaching by using LCD's and projectors.
5. They are also equipped by digital library. Seminar and conference are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
6. Online quiz: Faculties prepare online quiz for students. Video conferencing-students are counseled with the help of GOOGLE FORMS.
7. Video conferencing- students are counseled with the help of zoom/ Google meet applications. Pen Drives were also used as a mode to communicate the study material to the students.
8. Online Competitions and Workshops:
9. Teachers use various ICT tools for conducting workshop on latest methods such as programming languages, simulations etc.

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

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

2.3.3.1 - Number of mentors

86

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

97

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

52

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

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

2.4.3.1 - Total experience of full-time teachers

936

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.

1. There is a standard process of conducting internal examination by the Institution. According to the academic calendar a student has to write 4 unit test and 2 internal examination. It is decided at the beginning of the session. A teacher has to take unit test, which may be in the form of written test, black-board presentation, power-point presentation, quiz on subject or by other method.
2. Personal care is given to the poor performing the student after the assessment. The seminar presentation improves the communication skills of the students which is very essential to face the interviews.
3. The odd semester assessments were conducted online. 1st²d internals were conducted for 50 marks with the time duration of 2 hours from 9.30am to 11.30am. the questions were uploaded at 9.25am in whatsapp for the online assessment. The students were given an hour to upload the answer sheets by 12.30am on the same day.
4. 3rd internals were conducted for 75 marks with the time duration of 3 hours. The even semester assessments were conducted offline. 1st 2nd internals were conducted in the classroom for 50 marks for 2 hours.
5. The institute has devised an efficient mechanism to deal with examination related grievances which is transparent in pattern, and conduction of CIA and rectification of grievances is time bound.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

and efficient

1. Mechanism effective to deal with internal examination related grievance is transparent, time bound and efficient to students well in advance.
2. For conduct transparent internal assessment the following mechanisms are conducted by the internal examination committee.
3. Question paper setting
4. Conduct of examination
5. Result display on time without delay.
6. To ensure proper conduct of formative tests, two invigilators are assigned to each hall.
7. Jumbling system and theory and examinations are conducted at a center

The online student's, grievance redressal is a new initiative take by our dept. It helps students to lodge their grievance, sending reminder and viewing status on action take regarding their grievance.

1. The following are the strategies to deal with internal examination related grievance, it is transparent, time-bound and efficient;
2. If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provide she submits application with proper documents.
3. The faculty evaluates the papers within a week of conduction of test.
4. The evaluated answer sheets are distributed to students in class and faculty addresses, individual grievances of students regarding of the paper, if required.
5. The answer sheet of such student is assessed by the faculty once again in the presence of the student.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Communicating the Course outcome and programme outcome among the teachers and students is one of the rich ways to cultivate motivation and to enhance opportunities for more effective teaching learning Process and it has been done in our institution by the following methods

1. POs and PSOs are displayed at prominent places
2. PSOs and Cos are uploaded in the Institution Website

Meeting: - Through regular meetings of principal teacher are acquainted about the stated Program and course outcomes and also guided for effective implementation.

- POs and PSOs are discussed during Career counselling by the placement officer
- Mentors will also discuss about Cos, Pos with their mentees.
- POs and PSOs are communicated through department whatsapp group.
- During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed by the student and the teacher.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://cknccud.in/academic-psos-cos-2021-22.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Program Outcomes (POs)/Program Specific Outcomes (PSOs) are the qualities that deal with the general aspect of graduation for a particular program, and the competencies and expertise a graduate will possess after completion of the program.

For every Course, there are number of outcomes to be achieved at the end of the course. This outcome is usually a combination of more than one topic. All course outcomes shall have linkage to programme outcomes in such a way that the strongest relation has more weight and the weakest relation will have the least weightage. The steps involved in the calculation of PO attainment are :

Step1: Develop CO - PO mapping at each Course Level and Program Level

Step 2: COs Attainment Targets at Course Level

Step 3: Calculating Attainment at each Level of Assessment for Course

Step 4: Calculating Semester-wise Attainment for each Level

Step 5: Calculating attainment at each level for a Programme The complete methodology for the attainment of programme outcome is uploaded below

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

2.6.3 - Pass percentage of Students during the year

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

678

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://cknccud.in/annual-report-2021-2022.pdf

2.7 - Student Satisfaction Survey

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

<http://cknccud.in/feedback-analysis-21-22.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)	
00	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
4	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
00	

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

3.2 - Innovation Ecosystem

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

INNOVATION ECO SYSTEM OF OUR COLLEGE

Innovations need to be inculcated as a habit among the students. Creative and fruitful outcomes are the results of innovation in education. Our College Innovation Eco system concentrates on the following points based on the need and capability of the students.

Our College placement cell plays a crucial role in conducting career guidance program, soft skill programs with the help of IQAC of our college and this cell also locating job opportunities for UG's and PG's Passing out from the college by keeping MOU's and internships for the students with reputed firms and industrial establishments.

The College also has a vibrant book-club to provide sufficient knowledge to the students to enhance the habit of Reading books. It facilitates the creative thinking and transfer of knowledge.

Entrepreneurial Development Cell was started in our college in 2021 in association with Annamalai University to inspire and create entrepreneurs float their own business/venture through various programs.

NSS, YRC, RRC, Women Cell, NCC & Green club organizes social awareness programs to motivate the students and to impart in social activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://cknccud.in/NSS-21-22-consolidated-report-for-NAAC.pdf ; http://cknccud.in/services-NCC-2021-22.pdf

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

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

2

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

3.3 - Research Publications and Awards

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

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

1

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

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

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

3

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

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

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

4

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

3.4 - Extension Activities

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

By: Undertaken by the NSS Units of C. Kandaswami Naidu College for Women, Cuddalore in collaboration with East Ramapuram, Vazhisothanaipalayam and East Ramapuram Village, Cuddalore.

Date:18/04/2022 to 24/04/2022

Theme:"EMPOWERING YOUTH THROUGH SKILLS"

Objectives:

1. To expose the students to the real time experience in a village to know their problems
2. To educate the villagers about the importance of educating their children for a better future
3. To alert the local SHG Women about the importance of good health and hygiene for a better life
4. To educate and spread awareness about the tree plantation to

the school children

Outcome of extension activity:

1. Volunteers who visited the camp area understood that there are people in and around who need little more attention.
2. Volunteers were thankful to the college and the NSS PO's for giving them chance to know the social problems.
3. Volunteers' educate the local SHG helped themselves to know more about the theme.
4. The school going children's of that village gave assurance that they will plant more saplings and medicinal plants on the special occasions like their birthday, Kalam's birthday, Gandhi Jayanthi, Independence and Republic days.

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

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

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

00

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

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

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

46

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

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

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

358

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

3.5 - Collaboration

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

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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our college facilitates the physical fulfillment of the infrastructure with adequate rooms and physical facilities for the developing and demanding needs of the students. Apart from theoretical teaching and learning, each student is given his or her own set of computers and assignments designed to invigorate their interest in learning and research.

Individual departments with their own laboratory facilities are involved in making every student a budding scientist by acquiring practical knowledge through the experiments done in their respective laboratories.

The general library of the college possesses 34,869 books, 6,000 e-journals (N-List), 1,35,000 e-books (N-List), 2 lakh audiobooks (LIBRIVOX), videos (NPTEL), 1 lakh plus e-theses and synopses, and 7 lakh e-books through NDL, N-List databases, and open access resources. Library with an adequate number of books and internet facilities are available around the clock for the students. The vast spread of about 9 acres is used for the astounding accomplishments of sports students. A well-equipped canteen caters to the needs of our students and staff.

There are ten classrooms with ICT facilities to update the digital knowledge of our enthusiastic students. Each department is equipped with sufficient computers to have e-transactions to respond to university communications.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.cknccud.in

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

The sports ground of the college spreads over nearly 9 acres of land facilitating sports, games (indoor, outdoor) gymnasium, and cultural activities. The physical education department maintains it periodically and offers various training and coaching for outdoor games like Kabbadi, Volley Ball, Ball Badminton, Basketball, Kho Kho, and Shuttle cock. It also has the facilities for promoting indoor games like Chess and Table Tennis. Further, it motivates them to develop more knowledge and technique in the latest style of performances. To honour the glory of games and sportsmanship, a distinct uniform is provided to the sports team. Periodical tournaments at the State and National level conducted in the college sports ground boosts up their spirits of sports and general morale. During the time of Annual sports, the college students and staff are encouraged to participate in various sports events. In an attitude of honouring the winners and acknowledging their contribution to sports, prizes and certificates are accorded to them with a mark of pride. The college yoga center in the Abdul kalam Block offers yoga coaching and conducts certificate programmes to promote the merit of yoga and its significance in everyday life.

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

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

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://cknccud.in/ict-facility-2022-2023.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

6,02,839

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

4.2 - Library as a Learning Resource

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

Library is partially automated with "KOHA" Software, 16.11.06 version, 2018. INFLIBNET - NLIST with e-books, e-journals, digital database, CD, AND VIDEOS.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/d/1MstJWszGRl4KckInWKv490Uj6u3St3t_/p/1DRLniojsCyy71CxZgsTPbvmX7AdOLHU8/edit

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 360 550 421">File Description</th> <th data-bbox="555 360 1471 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 427 550 521">Upload any additional information</td> <td data-bbox="555 427 1471 521">View File</td> </tr> <tr> <td data-bbox="86 528 550 698">Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td> <td data-bbox="555 528 1471 698">View File</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File			
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)									
0.72									
<table border="1"> <thead> <tr> <th data-bbox="86 1032 550 1093">File Description</th> <th data-bbox="555 1032 1471 1093">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1099 550 1149">Any additional information</td> <td data-bbox="555 1099 1471 1149">View File</td> </tr> <tr> <td data-bbox="86 1155 550 1216">Audited statements of accounts</td> <td data-bbox="555 1155 1471 1216">View File</td> </tr> <tr> <td data-bbox="86 1223 550 1393">Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td> <td data-bbox="555 1223 1471 1393">View File</td> </tr> </tbody> </table>	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	
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									
30									
<table border="1"> <thead> <tr> <th data-bbox="86 1682 550 1742">File Description</th> <th data-bbox="555 1682 1471 1742">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1749 550 1798">Any additional information</td> <td data-bbox="555 1749 1471 1798">View File</td> </tr> <tr> <td data-bbox="86 1805 550 1904">Details of library usage by teachers and students</td> <td data-bbox="555 1805 1471 1904">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Details of library usage by teachers and students	View File			
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									

Our institution has WiFi with a data update as part of its adoption of IT facilities to meet the demands of the modern educational system. 1. In order to support computer-assisted teaching and keep all the data, our college has equipped PCs with the most up-to-date setups. 2. The general library and computer lab both had open-source software such C, C++, Java, Oracle 8, Visual Studio, Photoshop, .net software, PHP, UNIX, Web Technology, and xampp. 3. Our staff and students accessed e-journals and e-books and other database resources from the internet as they had the membership of inflibnet N-List.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://cknccud.in/ict-facility-2022-2023.pdf

4.3.2 - Number of Computers

37

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

5,50,000

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

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

Every year, the management of CKNC spends a large amount on maintaining the physical, academic, and support facilities. The care and regular maintenance of the entire college is foreseen by the superintendent, who, with his staff, supervises its daily functioning and ensures the cleanliness and maintenance of the college. All the computers and computer peripherals are maintained by the technical assistants. Anti-virus and antimalware software are installed and updated at the proper time. A stock register is maintained in every department and updated periodically. Sports and games materials are purchased according to the strength of the students. Coaching camps are conducted for the students during the zonal or intercollegiate sports meets. Lab equipment and instruments are regularly maintained by the concerned people. The Team led by the Librarian is responsible for procuring the books and placing the order for books in Stack rooms and Reference Sections. A dedicated team works to facilitate the lending and replacement of books as per the Accession number. The Physical Director and the team members maintain the grounds.. Library books and racks are checked periodically. Stock verification is done by the staff members and heads of the Departments at the end of every academic year.

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

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
1354	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
6	
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	B. 3 of the above

File Description	Documents
Link to Institutional website	http://cknccud.in/capacity-building-programme-2021-22.pdf ; http://cknccud.in/skill-enhancement-2021-2022.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

2000

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

2000

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

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

D. Any 1 of the above

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

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

156

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	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

00

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

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

A student council is elected every year, with representatives from all branches of the institution. The student council participated in all the activities of the college and strives for the smooth

operation of daily activities. The institution has student representatives on academic and administrative bodies that are relevant to their interests. Students approach student representatives with problems related to the Co-curricular, extracurricular activities, and sports, among other things, which are then reported to a faculty member by the representative. The student council assists in conducting annual sports events to all the students. It hosts a variety of events such as webinars, competitions, and so on. It organises special hands on training programs, with the goal of creating an educational platform for students to learn from the best in the field through expert sessions.

File Description	Documents
Paste link for additional information	http://cknccud.in/student-council-2021-22.pdf
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

28

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

5.4 - Alumni Engagement

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

NA	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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	
<p>The main aim of our institution is to empower women through academic excellence and spiritual enlightenment for their education, social and cultural enhancement.</p> <p>The institution organises for the periodical council meeting among the governing bodies of the college which constitutes the Management, Principal and Members of the College Committee to take the desired decision for the welfare of the college</p> <p>The individual teachers who are the program officers of the different clubs and activities take part in the decision-making meetings along with the members of the governing body of the college in order to incorporate the motto and values of our Vision and Mission added to our value and credit-based curriculum.</p> <p>The following are examples of a few Clubs and associations of the college that serve the purpose of our Vision and Mission. Alumni Association, Anti -Ragging disciplinary Committee, Anti-Sexual Harassment committee, Counseling Cell, Discipline Committee, Fine Arts Committee, Green Club, Magazine Committee, National Integration Club, National Service Scheme (NSS), NAAC Committee, Placement Cell, Quiz Club, SC/ST Cell and Advisory Committee, Sports Committee, Women Cell, YRC Club, Yoga Club and National Cadet Corps (NCC).</p>	

File Description	Documents
Paste link for additional information	http://cknccud.in/organogram.pdf
Upload any additional information	View File

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

Decentralisation and participative management. 2021-2022

The institute implements a governance system which is decentralized and enhanced with proper well-defined inter relationships among Society, Institution and Department. All major decisions related to the institution are made by the principal, the committee and the council. All the decisions related to academics and the institution is made by this governing body. The day-to-day administration of the various departments and matters related to student welfare come within the preview of the Head of the Departments. All staff members are encouraged to give suggestions for improvement. The management and trust board members are approachable and are gracious enough to accept suggestions. Our institute strongly believes in the culture of participative management. Hence in all stages of management, the staff and students are encouraged to participate whole heartedly through their opinions and suggestions in all aspects. ie Strategic, Functional and Operational levels

Case study

To find an effective solution for waste management, especially on Paper waste and E-Waste, an MOU has been signed with ITC WOW -Wellbeing Out Of Waste Chennai-600018.for the Recycling of paper and E -waste on 27.04.2022 by the IQAC of C.Kandaswami Naidu College for Women,Cuddalore-1.

Planet savers who are a part of ITC WOW have taken our paper waste and E-wastes and in turn Our HEI have received 84 reams of B2B copier papers.

File Description	Documents
Paste link for additional information	http://cknccud.in/organogram.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic Plan for the Management of Post-Pandemic Behavioural Issues Among Students.

Aim:

To support students in their learning process and assist with their overall well-being in Post -Pandemic Period.

Plan:

Step 1 - Framing of observation committee to monitor the students' Behavioural issues.

Step 2 - Identifying the common Signs and Symptoms of students' Behavioural issues.

Step 3 - Finding feasible solutions for the issues.

Step 4 - Implementing the solutions among students through various activities.

Step 5 - Making each and every teacher understand the necessity of the activities and provide a conducive environment.

Expected Outcome

- The span of attention of the students will be increased.
- Oral and written communication skills of the students will be increased
- The Psychological well-being of the students will be increased.
- Socio-academic experiences will significantly be increased.
- Self-satisfaction among staff and students will be developed.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://cknccud.in/IQAC-strategic-plan-2021-22.pdf
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.

Pachaiyappa's Trust Board governs C. Kandaswami Naidu College for Women, Cuddalore. The members in the Trust board are elected by all the Teaching staff and their tenure last for five years. After the tenure, the trust members will come under the Interim Administrator until the following election take place.

During the academic year 2020-2021, the Trust was governed by Thiru S. Raju, AG & OT, and Administrator of Pachaiyappa's Trust, Chennai. The Financial powers are given to the Secretary appointed by the government. Under the auspices of AG & OT, the Principal in-charge, Dr.K.Mullai, Associate Professor & Head of the Department of Zoology executes all the Academic and Non-Academic activities in consultation with the college committee and College Council. The IQAC of the college functions effectively and monitors all the Curricular and Co-curricular activities. The institution is affiliated with Thiruvalluvar University, Vellore and Annamalai University, Chidambaram and it adheres to the University guidelines. The institution follows the state government's service rules for the staff. The college is certified by AISHE (MHRD) and accredited by NAAC with B+ grade. The Institution always adheres to the Vision and Mission with the support of all the participating members of the Organogram

File Description	Documents
Paste link for additional information	https://en.wikipedia.org/wiki/Pachaiyappa%27s_College
Link to Organogram of the institution webpage	http://cknccud.in/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	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	
<p>Institution has following welfare Measures for teaching and nonteaching staff and for students during the academic year 2020-21:</p> <p>Welfare measures pertaining to teaching staff / Non-Teaching</p> <ul style="list-style-type: none"> • Extended financial support by sanctioning PF Loans, Festival Advance, and Housing Loan on time without any hitches. • Group insurance scheme and health insurance schemes are updated. • As per the Government norms, non- teaching staff are encouraged to write exams for career promotion <p>Welfare measures pertaining to teaching staff</p> <ul style="list-style-type: none"> • Extended Academic support by Reimbursing the registration fee paid for Presenting papers in national/ international seminar/ Conference. • Granted permission to avail OD To act as External/ Additional Chief Superintendent during University Examinations. • To participate in FDP / refresher/ orientation courses • To undergo three month Pre-Commissioned Officer Training course <p>Welfare measures pertaining Students:</p>	

- Assisted students in getting State Scholarship, National Scholarship.
- Introduced Meritorious Scholarship based on community who secured first mark among the students of their community.
- Anti- Ragging committee and student redressal committee rendered complete support to the students.
- The NSS and NCC students are provided with snacks / nutritious working lunch as and when the situation demands

File Description	Documents
Paste link for additional information	https://www.tn.gov.in/department/22
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

18

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

2

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

95

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

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

During the academic year 2020-2021, consistent assessment of the performance of teaching and non- teaching staff is carried out systematically to ensure professional growth and development. Appraisal of teaching staff is done by getting feedback from students at the end of each academic year by sending a feedback hand out to the students. The student's appraisal is based on factors

like content delivery, interactive teaching, material provided, punctuality and ability to motivate. The feedback thus collected is analysed and used for professional growth and development. Appraisal of faculty is also done by the HODs and Principal i.e., The self-appraisal of the staff along with the student's suggestions are the parameters that ensure improvement of the caliber of the staff. The appraisal of the non-teaching staff is done by getting feedback from the students and faculty. The feedback is analysed by the office superintendent and the Principal i.e. as they are in charge of assisting the students in getting government scholarships and getting official documents from the University. The appraisal system of the non-teaching is thus based on regularity, quality of student service, documentation and teamwork. Suggestions for remedial action given by the principal i.e. ensure upgradation and self - improvement.

File Description	Documents
Paste link for additional information	http://cknccud.in/performance-appraisal-2021-2022.pdf
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

The College's accounts are divided into two streams, namely the Aided Stream and the Unaided Stream. According to the DCE's guidelines and the TN Private Colleges Regulation Act/Rules 1976, the head of accounts for the Aided stream is maintained in accordance with these rules. Similarly, the Unaided stream's accounts are kept in accordance with the guidelines established by the Pachaiyappa's Trust.

According to the Hon'ble High Court's orders, the Chartered Accountants appointed by the Pachaiyappaa's Trust are conducting an internal audit of the Aided Stream's accounts while the Collegiate Education Department and the Accountant General are conducting an external audit.

According to Pachaiyappaa's Trust regulations, there is no provision for external audit for the Unaided Stream. Instead, the Chartered Accountants have been appointed by the Pachaiyappa's Trust in

accordance with the Hon'ble High Court's orders for the audit of accounts pertaining to Unaided Stream.

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

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

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

00

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

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

Our Institution is an Aided Institution and the funds for the enhancement of curricular, co-curricular and infrastructure of the Institution are mobilized by the Parent Teachers Association and Corpus fund. A maximum of 15% of the fees of the students in Self-Financing stream of the Institution is contributed towards the accumulation of Corpus fund. During the academic year 2020-2021 . Rs. 13,00,000 is generated as corpus fund. Being an Aided Institution, the funds mobilized can be utilized after getting the approval of the management. During the year , the ground level of the entire campus has been updated by loading sand from the campus itself to prevent the entry of flood water into the buildings. The electrical and electronic repairs have been undertaken by the PTA. The toilets have been renovated by providing new closets and water lines. The following proposals have been sent to the management to use the funds mobilized by the PTA and Corpus fund for campus development. 1. Proposal to renovation of the existing buildings in the campus by using the corpus fund of the management and the PTA

fund. 2. Proposal to construct additional classrooms in the campus to meet the demand of the students.

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

6.5 - Internal Quality Assurance System

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

The responsibility of IQAC is to initiate, plan and supervise various activities that are necessary to increase the quality of the education imparted in an institution or college. This report presents two of the initiatives institutionalized by IQAC; they are AQAR report submission and Students behavioural issues after pandemic period.

- AQAR has been prepared even during the pandemic period and submitted with all criteria to the NAAC on date and it has been approved by the NAAC. Notwithstanding the global widespread period the three year's AQAR has been submitted in that situation.
- The Head of the departments and Staff members took a keen analysis on "Post Pandemic behavioural issues among students" and plan has been executed to make students get back to academic regular classes. The major problems faced by students are learning losses, reduced academic skills, over-exposure and dependence on internet and gadgets. So gradually all this issues has been rectified and streamlined by our faculties.

The Observation committee was framed which includes NCC, an anti-ragging cell, an anti-sexual harassment cell and a Grievance committee. Students were given in charge in monitoring other students and finding the problems which is to be rectified in immediate effect.

File Description	Documents
Paste link for additional information	http://cknccud.in/AQAR-2020-2021.pdf ; http://cknccud.in/AQAR-2019-2020.pdf ; http://cknccud.in/AQAR-2018-2019.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

IQAC appraises the teaching-learning requirements of the students and staff through feedback analysis, student satisfaction survey, council meetings, Department meetings, and student council meetings and accordingly develops and implements the teaching and learning strategies. Few among them are:

- Developed a strategic plan to handle the post-pandemic behavioral issues among students.
- Discussion on the Result Analysis of students is implemented.
- To practice stress reduction activities on regular basis.
- A skill enhancement program on "Yoga and Wellness" was organized in association with the World Community service center, Chennai, and the sub-center for yoga studies, Annamalai University, Chidambaram.
- A capacity-building program on "Team Work and Time management " was organized in association with Next-Gen solutions.

Certificate courses on Introduction to Nanoscience and Nanotechnology, Fundamental Laboratory Techniques, Sanmarka Vazhviyal ozhukangal, Information Economics, Communication skills for personality Development and Microsoft Office have been introduced.

File Description	Documents
Paste link for additional information	http://cknccud.in/skill-enhancement-2021-2022.pdf ; http://cknccud.in/IQAC-strategic-plan-2021-22.pdf ; http://cknccud.in/capacity-building-programme-2021-22.pdf
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
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File Description	Documents
Paste web link of Annual reports of Institution	http://cknccud.in/annual-report-2021-2022.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our College is very particular about providing an integrated and interdisciplinary approach to understand the social and cultural constructions of gender that shape the experiences of women and we plan our activities in order to sensitize gender equity among girl students in society. Research says that at both the national and the community level, women's representation and leadership appear to drive better environmental outcomes. Hence we Support women's leadership by entrusting many curricular and co-curricular activities to Class representatives, student council, etc. In general, women are more likely to die in disasters, due in part to their limited access to resources and services. Research also indicates that climate change will have negative sexual and reproductive health impacts and hence we concentrate on women's health by organizing programmes through women's cell. In order to promote self-confidence and braveness our NCC and NSS units will organize several programmes and camps as per the action plan of the units and our College

File Description	Documents
Annual gender sensitization action plan	http://cknccud.in/action-plan-on-gender-sensitisation-2023.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.cknccud.in/counselling-20-21.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

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

Adequate dustbins are kept in various places. Effective measures are taken to collect degradable and non-degradable waste separately. A pit is provided to store degradable waste and a bin is provided to store non-degradable waste separately.

An MOU between the Internal Quality Assurance Cell of C.Kandaswami Naidu College for Women, Cuddalore & ITC WOW -WellBeing Out Of Waste Chennai-600018 has been signed on the day 27th day of April 2022. This MOU aims at Recycling paper Waste and E-wastes of the Our HEI to conserve natural resources, help to protect the environment, and create environmental responsibilities among staff and students.

The following activities are planned through the MOU subject to the availability of resources with IQAC and ITC WOW -WellBeing Out Of Waste

• Source Segregation • Efficient Collection System • Sorting and

Recycling

Process workflow 1. Idea propagation 2. Collection of dry recyclables 3. Value addition 4. Dispatch to Mill 5. Dispatch of Recycled products to the HEI

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

C. Any 2 of the above

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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	B. Any 3 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Our College recognizes the interests, preferences, abilities, and learning styles of all students and helps to promote students's learning, development, and engagement, and fosters positive social relationships through the following methods.

- Mentors have built strong trust.
- Staff members provide opportunities for students' growth and development.
- Mentors will listen to the students and respond with empathy.
- Our College is having a Book Club And it provides students with a window into different perspectives, backgrounds, and experiences. Book club also provides students with a great opportunity to have an open dialogue.
- We create a feel-safe environment from abuse, harassment, or unfair criticism through a Monitoring committee that includes NCC, IQAC, an Anti-ragging cell, and an Antisexual Harassment cell.
- Our students are allowed to participate in the various camps organized by NCC and NSS to develop tolerance and harmony among their fellow people.
- A strategic plan for the management of post-pandemic behavioural issues among students has been developed by the IQAC.

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

Our college sensitizes the responsibility of students in promoting the values, rights, duties of every citizen. In accordance with this policy NCC as a largest youth organization actively involves itself in inculcating the social and moral values and duties by organizing following programs

- Awareness about the International Day of Yoga.
- Awareness about Indian War heroes and their selfless sacrifice.
- Webinar on National Integration to educate importance of National Integration in nation building
- Fit India Pledge to spread awareness on fitness
- Covid Vaccination campaign to reduce the spread of virus
- Webinar on Girl Child Day to spread awareness about discrimination that girls face in society.
- Anti Terrorism Day to raise awareness about terrorism and violence which affects the common people.
- Webinar on World Tobacco Day to aware about the harmful effects of cigarettes and other tobacco products.
- Mass Cleaning to achieve the sustainable development goal of universal access to safe sanitation.
- Anti Drug Pledge to aware in order to prevent drug use.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://cknccud.in/services-NCC-2021-22.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

C. Any 2 of the above

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

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

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

Every academic year our Institution celebrates/organizes national and international commemorative days, events and festivals with great zeal and enthusiasm to create awareness, peace and unity among the students. The important day like International Yoga day (21st June) of every year is observed with demonstration by professional yoga trainers followed by explaining the importance of health and fitness.

1st December is observed as an International World AIDs Day, the NSS organizes awareness programs on AIDS and its impact on society.

The World Environment Day is celebrated on June 5th by NCC. On behalf of World Environment Day cadets planted saplings at their respective home, as it was Covid situation. Nearly 20 NCC cadets planted saplings at their home and celebrated the World Environment Day.

The International Women's Day is celebrated on March 8th, the women's club invite chiefguests to speak on women empowerment to promote the gender equity, personal growth and

entrepreneurship among the students and faculty.

The national important days like Republic Day (26th January) and Independence day (15th August) are celebrated with patriotic spirit.

The NSS of the college organizes many events to promote the Unity in diversity concept among the students

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

7.2 - Best Practices

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

1. Encouraging Eco-Friendly Habits

- To encourage them in going green which means earth-friendly.
- Eco-Friendly habits will make the students strengthen their skills associated with learning.
- Each and every individual will play a big role in this solution. Our faculty and students take a pledge to mention 'No' to plastics and they follow it.
- As proof we have got a beautiful campus and that we unfold environmental awareness in our society further as in our daily routine life.
- Stopping the usage of Plastic completely at a stretch is not possible, but gradually it can be reduced.

2. Field visit to Nutri-gardens.

- To enhance the student's knowledge on nutritional aspects of farming foods that paves way to understanding the ill effects of consuming junk food.
- Students are involved in Nutri-gardening activities by themselves in our campus and volunteer to visit the nearby nutri-gardens
- Students are involved in the nutri-gardening process and understand the concept of agriculture, horticulture .
- Students come to know safe and healthy eating habits. It makes them realize that fresh vegetables are more nutritious than

expensive junk foods.

- Sufficient funds are required to visit the Nutri-gardens in nearby places.

File Description	Documents
Best practices in the Institutional website	http://cknccud.in/IOAC-best-practices-2021-22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Promoting Altruistic Attitude

In accordance with the noble saying of Swami Vivekananda, " Education is the manifestation of perfection which is already inherent in man." Our Institution has its chief objective intended to bring out the nobility endowed in every human being. Human kindness, understanding fellow human beings, and extending helping hands to the needy is the basic need of any society that aspires to take its generation to an ideal next level. Our students are very much aware of this fact of their multiple experiences. Since they themselves hail from economically less privileged grassroots, could easily empathize with the need and sufferings of others.

Our Institution along with Cavin Care Organisation provided an opportunity for our students to showcase their altruistic attitude on 09.03.2022. This exemplary event took place on our campus with the prior permission of their parents, our students got ready to donate their tresses of hair in order to rejuvenate those people who were affected by cancer and lost their hair. Having a cascade of long hair is much coveted by any woman; for she is accorded not only elegance but empowered with a sense of self-confidence. This deed of sacrificing a part of their lovely hair by our students for the welfare of cancer patients is, indeed, a highly commendable action that evinces their belief in sharing what they have with the have-nots. This distinctive deed, for sure, adds yet another feather to the colorful and prestigious cap of our College.

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

7.3.2 - Plan of action for the next academic year

- To Procure and install Pharma company-related instruments (Which are the need of the hour) to provide hands-on experience to the students through which the placement opportunity can be increased and also to promote a sense of research among students.
- Through various programmes to raise awareness on Artificial Intelligence (AI)
- To apply for Tamil Nadu Green Champion Award 2022-23 by organizing periodic eco-friendly Activities.
- To participate in India Rankings for the year 2023 based on ranking parameters identified and defined in the National Institutional Ranking Framework (NIRF).
- To submit the Physical infrastructure, Digital infrastructure, Intellectual property Infrastructure, and networked infrastructure requirements to the management for the institution's continued improvement