MUTHAYAMMAL
COLLEGE OF ARTS AND SCIENCE(AUTONOMOUS)
Rasipuram, Namakkal Dt. Tamil Nadu

To

The Director

National Assessments and

Accreditation Council

Bengaluru

ANNUAL QUALITY ASSURANCE REPORT (2023-2024)

MUTHAYAMMAL
COLLEGE OF ARTS
AND SCIENCE
(Autonomous)
A UNIT OF **VANETRA** GROUP

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YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE
• Name of the Head of the institution	Dr. S.P. VIJEIKUMAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04287222137
• Alternate phone No.	9443737317
• Mobile No. (Principal)	9965587437
• Registered e-mail ID (Principal)	info@muthayammal.in
• Address	KAKAVERI PO RASIPURAM TK
• City/Town	NAMAKKAL
• State/UT	TAMIL NADU
• Pin Code	637408
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	12/03/2021
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the IQAC Co-ordinator/Director	**Dr.H.LOOKMAN SITHIC**
• Phone No.	**04287222137**
• Mobile No:	**7540041437**
• IQAC e-mail ID	**headiqac@muthayammal.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://muthayammal.in/naac.php
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://muthayammal.in/naac.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.04**	**2018**	**24/12/2021**	**31/12/2026**

6.Date of Establishment of IQAC	**21/03/2011**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Dr.M.Maghima	CSR	UGC-DAE	08/03/2023	226000
Dr.D.KAVITHA	ICSSR	ICSSR	01/06/2023	103803
Mrs.S.SUBANA	TNSCST STUDENT PROJECT	TNSCST	09/09/2024	7500
Dr.M.Maghima	TNSCST STUDENT PROJECT	TNSCST	09/09/2024	7500
Dr.S.SUDHAKAR	TNSCST STUDENT PROJECT	TNSCST	09/09/2024	7500
Dr. P. SELVA MALEESWARAN	TNSCST STUDENT PROJECT	TNSCST	09/09/2024	7500
Dr. P. SELVA MALEESWARAN	TNSCST POPULARIZATION OF SCIENCE ACTIVITIES	TNSCST	09/09/2024	20000

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File	

9.No. of IQAC meetings held during the year	4
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Did IQAC receive funding from any	No

funding agency to support its activities during the year?	
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Muthayammal College has actively participated in various rankings, including NIRF and MDRA. Under MDRA, the college competed in three categories and secured ranks in the Best Science College, Best Commerce College, and Best BCA Department categories. In alignment with industry expectations, the college has initiated steps to apply for two new programs. Additionally, the college conducted an Internal Academic and Administrative Audit, a Gender Audit, and a Green Audit. For the academic year 2023-24, a Board of Studies (BOS) meeting was organized. The IQAC successfully submitted the 9th AQAR for the academic year 2022-23 within the stipulated timeline and received acceptance notification from NAAC.

12.Plan of action chalked out by IQAC at 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
Corporate Social Responsibility Activities	The skill development program, organized in association with Infosys, lasted for 15 days and benefited 138 students. TCS conducted a 15-day training program, in which 249 students participated. GTT Barclays conducted a 3-day training program that benefited 79 students.
Curriculum Enrichment	Academic council was organized on 28.08.2023 .Board of studies (BOS) meeting was organized from 08.05.2023 to20.05.2023.
Community service / Extension activities	Two blood donation camps were organized, resulting in the collection of 107 units of blood. Four dental check-up camps were conducted, benefiting approximately 253 people. Four health camps and health awareness programs were organized, benefiting 664 people. Three literacy camps were held, benefiting approximately 84 people.

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Academic Council	28/08/2023

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2023-24	07/01/2025

15.Multidisciplinary / interdisciplinary

The college is committed to promoting multidisciplinary and interdisciplinary education to meet current industry expectations and enhance students' skills and knowledge. As part of this effort, the college has introduced courses on Environmental Science and Human Rights to address cross-cutting issues within the student community. Additionally, students have the option to select allied papers from other departments, allowing them to explore concepts from different fields. Students can also choose elective papers from their core subjects based on job market demands. To further implement multidisciplinary and interdisciplinary education, the college has adopted a credit-based choice system. Notable initiatives include offering programs like a commerce degree integrated with computer applications, combining concepts from both commerce and computer science. This enables commerce students to apply their core expertise in the field of computing. The college also offers non-major elective courses, allowing students to study elective papers from other departments. Interdepartmental activities are actively encouraged to strengthen interdisciplinary collaboration. Furthermore, the college supports multidisciplinary and interdisciplinary learning through value-added courses, field visits, and online courses, fostering holistic student development.

16.Academic bank of credits (ABC):

The Academic Bank of Credit (ABC) is a digital platform that enables students to securely store their academic credit marks online through the ABC portal. Aligned with the New Education Policy, this system offers students the flexibility to study at multiple educational institutions through a multiple entry and exit framework. Students can pause their studies at one institution and later resume at the same or a different institution, with their academic credits from various institutions stored in the ABC portal. The college is conducting feasibility studies to implement the ABC system on campus. As a newcomer to this innovative initiative, the institution is carefully assessing factors such as infrastructure, student-to-teacher ratio, and identifying suitable partner institutions for credit exchange, while also addressing challenges related to admissions. Despite these considerations, the college has taken its initial steps toward implementing the ABC system by encouraging students to participate in online courses such as SWAYAM, MOOC, and NPTEL, thereby fostering a credit-based learning

culture among students.

17.Skill development:

Skill development has become a crucial focus area to meet the demands of the job market. In this regard, the college has established several specialized cells, including the Industry-Institute Interaction Cell, the Skill Development Centre, the Institution Innovation Cell, and the Entrepreneurship Cell. To enhance students' skills and update the curriculum, the college has signed MOUs with various companies. The Skill Development Centre conducts a range of value-added programs aligned with job market needs, while the Entrepreneurship Cell organizes guest lectures to nurture entrepreneurial skills. The college also hosted an Idea Fest program, encouraging students to participate and enhance their creativity and innovation. Additionally, the Placement Cell has organized various CSR activities to help students transition smoothly from campus to the corporate world. To further boost technical skills, the college advises students to enroll in online courses, such as SWAYAM and NPTEL, ensuring they are well-prepared for future career opportunities.

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

The college embraces diverse cultures and ensures equal treatment for all castes. To enhance students' understanding, classes are conducted in both Tamil and English. A dedicated Tamil department offers Tamil language courses for all students across four semesters. The college promotes other Indian languages, such as Hindi and Malayalam, and upholds cultural traditions by celebrating various commemorative days. Dedicated cultural clubs are in place to preserve and promote the Indian traditional cultural system. A yoga master has been appointed to teach yoga, fostering physical and mental well-being among students. Students and teachers are encouraged to enroll in online learning platforms like SWAYAM, MOOC, and NPTEL. Students are also motivated to join Infosys Springboard, an online platform offering various courses, and participate in internships through Internshala. Furthermore, the Women's Forum raises awareness about social issues while fostering Indian cultural values. A separate music club is dedicated to promoting traditional Tamil music within the student community, enriching their appreciation for cultural heritage.

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

As an autonomous institution, the college holds the primary responsibility of implementing outcome-based education (OBE). To

build a strong foundation in OBE, the college organized a Faculty Development Program focused on key concepts such as course outcomes, program outcomes, and program-specific outcomes. Outcome-based education plays a pivotal role in preparing students for career development. In line with this, the college has established Program Educational Objectives (PEOs) for both UG and PG programs. Each department has developed its own program outcomes and graduate attributes tailored to their specific disciplines. Additionally, subject teachers have designed course outcomes for their respective subjects, aligning them with the overarching program outcomes. To ensure quality and consistency, teachers prepare question papers and design curricula based on Bloom's Taxonomy, thereby fostering a systematic approach to teaching and learning.

20.Distance education/online education:

The college is well-equipped with infrastructure to support online courses and blended learning. It features ICT-enabled tools such as smart classrooms, an AV hall, and Wi-Fi facilities, offering a robust network with 150 Mbps internet speed for seamless access to online resources. Students and faculty are provided with individual institutional login IDs, enabling faculties to share materials and circulars through the institution's email system. Additionally, students can use their login IDs to access e-notes via the college website. Class teachers regularly organize e-quizzes to enhance student engagement, while the Internal Quality Assurance Cell (IQAC) has conducted online seminars and faculty development programs for staff. The college also promotes online Ph.D. Viva Voce sessions and encourages students to participate in online exams through the exam cell. As a recognized SWAYAM-NPTEL Local Chapter, the college has earned the status of an "Active Local Chapter," further showcasing its commitment to fostering online learning and skill development.

Extended Profile

1.Programme

1.1   44

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   3720

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2   **1247**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3   **3693**

Number of students who appeared for the examinations conducted
by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1   **508**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2   **195**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1	**44**
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	**3720**
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	**1247**
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	**3693**
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	**508**
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**195**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**195**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**650**
4.2 Total number of Classrooms and Seminar halls	**117**
4.3 Total number of computers on campus for academic purposes	**491**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**1547.84**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college's syllabus formulation is guided by the recommendations of the UGC and Periyar University. Once approved by the Academic Council and the Board of Studies, the curriculum is finalized. A dedicated cell for curriculum development ensures the systematic creation and refinement of the curriculum. The college regularly revises its course offerings based on feedback from key stakeholders, including employers, students, alumni, and

faculty. Each department provides a range of courses, including language, major, allied, elective, and non-major electives.

The institution follows a credit-based choice system (CBCS) that allows students to select electives from other disciplines. The curriculum integrates practical components such as laboratory work, case studies, internships, and projects, promoting experiential and interactive learning. These elements prepare students to address regional, national, and global challenges effectively.

To meet these demands, the college designs course and program outcomes that align with its mission and vision. Additionally, value-added courses and CSR initiatives are offered to enhance students' skills. These initiatives provide specialized learning opportunities beyond the standard curriculum. The program outcomes (PO), program-specific outcomes (PSO), and course outcomes (CO) are developed in alignment with the institution's vision, mission, and graduate attributes.

File Description	Documents
Upload additional information, if any	**No File Uploaded**
Link for additional information	https://www.muthayammal.in/iqac.php

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

17

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

887

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

508

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

39

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The college has designed its curriculum and integrated courses

across various disciplines with a strong emphasis on professional ethics. To meet global standards, professional English is taught in every department, and each department has introduced core subjects to instill professional etiquette relevant to their respective industries. The curriculum also includes courses such as English Communication, Entrepreneurial Growth, Business Law and Secretarial Practice, Competitive Skills, and Soft Skills to meet industrial demands.

In support of gender equality, the college has incorporated courses like Feminist Writing, Women's Writing, and The Voice of Women in Literature. Female students receive emotional support through initiatives such as the Women's Forum, the Anti-Sexual Harassment and Gender Violation Cell, and the Anti-Ragging Committees.

With a focus on fostering human values, the curriculum addresses topics like Human Rights, Fiction, Manavalakalai Yoga, Organizational Behavior, and Human Resource Management. Additionally, the college offers a course on "Environmental Studies" to educate students on sustainable living and guide them in developing environmentally friendly strategies for the future.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

19

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1650

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1576

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.muthayammal.in/AQAR_2023-2024/curriculam-feedback.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.muthayammal.in/AQAR_2023-2024/curriculam-feedback.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1231

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

1231

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college employs a comprehensive system to assess each student's learning proficiency using two distinct approaches. Students are required to take online entrance and exit exams, which include both psychological and academic core questions. These exams help identify quick and slow learners at an early stage.

Strategies for Slow Learners: To support slow learners, the college provides remedial training to strengthen their academic

foundation. Additional strategies include assigning homework, conducting tests outside regular class hours, and offering ample study materials and lecture notes to enhance their classroom performance. Students are further motivated through the mentor-mentee program, ensuring personalized guidance and encouragement.

Strategies for Fast Learners: Fast learners are encouraged to participate in intercollegiate competitions to showcase and refine their talents. They are also motivated to present papers at seminars and conferences hosted by various institutions and to attend workshops in their fields of specialization. Additionally, students are prompted to take placement tests, competitive exams, aptitude programs, and communicative English skill development exercises to further enhance their capabilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/2.2.1.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
27/07/2023	**3721**	**195**

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The college has made considerable efforts to adopt student-centered teaching strategies, emphasizing problem-solving techniques, experiential learning, and active participation. A variety of evaluation methods, such as graded assignments, seminars, projects, internships, and lab work, are integrated into the curriculum to monitor students' learning progress. Students are encouraged to attend seminars, conferences, and quizzes to promote participatory learning.

To enhance experiential learning, students are motivated to engage in internships, field trips, data collection for exhibitions, and workshops related to their specific fields. Additionally, activities such as group projects, individual projects, case studies, hackathons, and research projects are encouraged to strengthen problem-solving abilities.

Beyond departmental efforts, the college has established various cells and clubs to further enrich the learning experience. The Placement Cell inspires students to participate in CSR initiatives by multinational corporations, complementing their regular coursework and improving their technical, soft, mathematical, and participatory skills.

The NSS encourages students to engage in extension and outreach activities, fostering teamwork and organizational skills while promoting participatory learning and core values. Similarly, the Institution Innovation Council (IIC) and the Entrepreneurship Cell actively support the development of students' problem-solving skills.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The college provides reliable Wi-Fi and internet access to support instructional activities. Teachers and students can access all online tools from anywhere on campus. Faculties are assigned individual login IDs to prepare and upload e-notes on a dedicated portal, enhancing students' understanding through visually engaging content. Similarly, students are provided with their own login IDs to access these e-notes.

AV halls and smart classrooms are utilized by faculty members to deliver effective lessons. Additionally, the college provides access to the G-Suite mail system, offering unique email addresses to all faculty and students. A subscription to electronic journals and a well-equipped digital library further enhances learning resources, with digital attendance tracking available at the library.

The college employs ERP software to monitor both faculty and student attendance. Faculty members also leverage Google tools such as Google Classroom and Google Forms to conduct quizzes, collect feedback, and manage assignments. Furthermore, the college operates a support desk for resolving issues related to equipment, IT, and campus infrastructure.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.muthayammal.in/pdf/2.3.2.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

166

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

At the beginning of each academic year, the college forms a team comprising the Head of the Department, call coordinator, Vice Principal, Dean of Administration, and Principal to prepare the academic calendar. This calendar includes various policies, the college profile, and details about HODs and cell coordinators, serving as a comprehensive blueprint for planning and implementing the teaching and learning process.

The academic calendar outlines holidays, college activities, working days, and internal test schedules. It is shared with teachers at the start of the academic year to assist in lesson planning. The Head of the Department can use the calendar to develop a plan for completing the syllabus on time and preparing students for both university and internal exams. Additionally, it helps schedule unit tests and assignment submissions.

The Principal uses the calendar to manage the scheduling of internal and external examinations, with two internal tests conducted each semester. Furthermore, the academic calendar highlights the activities of various departments and cells, along with relevant financial details.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

195

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

53

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

17356

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

14

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

267

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The college examination system has undergone a significant transformation in efficiency, transparency, accuracy, and accessibility with the integration of information technology. Key advancements include the automation of processes such as mark entry, grade and percentage calculations, and CGPA analysis. Examination fee payments and the printing of hall tickets have

also been streamlined through computerized systems.

The implementation of digital tools by the examination committee has further enhanced the process, incorporating features like multiple-choice questions (MCQs) for online exams, an ERP portal, assignments, internships, quizzes, tests, and project work. Students can now easily download their hall tickets through the COE webpage, and their results are quickly accessible via the ERP portal after evaluations.

The IT system plays a crucial role in maintaining the integrity of the examination process, safeguarding it from fraud and unauthorized access. Students can conveniently access schedules and circulars through their mobile devices. Information technology has not only improved efficiency and accessibility but also ensured transparency and accuracy. For instance, students can review their assessed answer scripts and have their grievances promptly addressed, enhancing trust in the system. These advancements represent a significant improvement in the overall assessment process, benefiting both teachers and students.

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

2.6 - Student Performance and Learning Outcomes

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

The college has undertaken several initiatives to implement outcome-based education effectively. Graduate attributes have been identified and aligned with the institution's vision and mission, as well as the program outcomes. Program Educational Objectives (PEOs) and program outcomes are collaboratively developed by the management, principal, deans, and heads of departments. Program-specific outcomes (PSOs) are crafted by each department, while course outcomes (COs) are designed by the respective subject teachers.

Each course outcome is mapped to the program outcomes and program-specific outcomes, ensuring alignment with the institution's vision and mission. Program outcomes are developed based on key graduate attributes, with separate outcomes created for science

and arts programs. Course outcomes are tailored by subject
teachers to meet the unique requirements of each subject.

All subject syllabi are structured around these outcomes. After
approval by the Board of Studies and the Academic Council, the
program outcomes, program-specific outcomes, and course outcomes
are published on the college website. These are also communicated
to students and faculty through the respective departments.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	https://www.muthayammal.in/iqac.php

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Outcome-based education has been implemented across all
undergraduate and postgraduate programs starting from the 2020-21
academic year. Each arts and science program (UG and PG) has
defined program-specific outcomes (PSOs) alongside five
overarching program outcomes (POs). Furthermore, five course
outcomes (COs) are specified for every UG and PG course. The
course outcomes are systematically mapped to the program outcomes,
with CO-PO mapping established for all programs.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1247

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.muthayammal.in/AQAR_2023-2024/SSS_2023-24.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Muthayammal College of Arts and Science boasts a centralized Research and Development Cell with state-of-the-art research infrastructure, including a 4,000-square-foot laboratory equipped with advanced instruments such as RT-PCR, FTIR, HPLC, and UV-visible nano spectrometers. Notably, the laboratory is a DST-FIST-sponsored centralized facility. The college has secured research grants for various funded projects from renowned funding agencies, including TNSCST, DST-NIMAT, DST-SERB, DBT, ICSSR, DST-FIST, UGC-DAE-CSR, UGC, DST, and RGNIYD.

The institution benefits from a team of highly qualified faculty with research expertise, complemented by adjunct faculty, ensuring a rich pool of knowledge and resources for research activities. To foster research culture, the college has established and implemented three key policies: a research promotion policy for faculty with completed Ph.D.s, a seed money distribution policy for faculty pursuing Ph.D.s, and a consultancy project execution policy. These policies are available on the institution's website and are strictly followed in practice.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	**No File Uploaded**
Provide URL of policy document on promotion of research uploaded on the website	https://www.muthayammal.in/pdf/Policy/MCAS%20Research%20Policy.pdf
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

2.25

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

2

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

3.81

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

18

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

2

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Muthayammal College of Arts and Science is the first institution under Periyar University, Salem, to introduce this unique feature. To prepare students for the current market environment, the college has established three key cells: the Green Campus Cell, the Campus Firm and Startup Cell, and the Industry-Institute Interaction (III) Cell. To encourage faculty and students to publish their fundamental research, the college has launched the MCAS Journal of Research, which holds an ISSN number.

The III Cell plays a pivotal role in fostering collaboration between academia and industry, facilitating knowledge exchange, research partnerships, and opportunities for innovation. The institution's commitment to sustainability is evident through its efforts in creating a green campus, contributing to ecological preservation. Additionally, the Entrepreneurship and Innovation Council (IIC) promotes a culture of innovation and entrepreneurship.

The college organizes workshops for faculty and students, leveraging advanced instrumentation and an animal facility to enhance knowledge and skills. The institution has received ethical approval (Reg. No. 1416/PO/Re/S/11/CPCSEA) from the Ministry of Fisheries, Animal Husbandry, and Dairying, Government of India, for the use of small animals in research and educational activities conducted within its animal facility.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

76

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	**B. Any 3 of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

57

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/3.4.4-BOOK.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

1511

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

22

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

2.675

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college actively engages in numerous extension activities in nearby adopted villages, fostering holistic development among students through initiatives led by NSS, YRC, RRC, the Women's Forum, and various departments in collaboration with hospitals and NGOs to benefit the public. Volunteers extend their services to neighboring villages, addressing local needs and demands. Their contributions include organizing blood donation camps, tree plantation drives, literacy campaigns, voter awareness programs, and various health awareness initiatives. NSS volunteers have also participated in Swachh Bharat cleaning activities.

The YRC and RRC cells have conducted awareness campaigns on topics such as health, food adulteration, plastic bans, and emergency blood donation. Additionally, NSS volunteers supported and assisted the public during a medical camp.Students have been actively involved in various awareness initiatives, including ozone awareness, financial literacy, and online literacy programs. They also celebrated commemorative days in the villages to raise awareness of their significance among the public and school students. Furthermore, the students extended their services by contributing essential items to orphanages, exemplifying their commitment to community welfare.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/ 3.6.3.&%203.6.4%20%20Extension%20and%20out reach%20programmes%20.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	**No File Uploaded**

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

61

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

6140

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

11

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

22

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

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 equipments, etc.

The college provides a conducive learning environment with its spacious, well-furnished, and well-ventilated facilities. It offers dedicated spaces for technology and computer-related services, including LCD screens, AV halls, conference rooms, mini-seminar halls, Wi-Fi access points, and smart classrooms. The institution is equipped with state-of-the-art computer labs, complete with high-quality PCs, printers, projectors, networking equipment, UPS systems, and generators. To enhance students' English communication skills, a communication lab has been set up.

The college provides separate hostels for boys and girls, each featuring a TV room and free Wi-Fi. On campus, there is also a greenhouse and an animal house, which has received ethical clearance. The institution's Research and Development Cell is equipped with advanced tools such as PTIR, RT-PCR, HPCC, and

NANOSPCT, alongside equipment sponsored by DBT-STAR and DST-FIST.

Additionally, the college boasts a centralized library, offering an extensive collection of textbooks and reference books, along with subscriptions to national and international journals. The library is managed using specialized software for efficient data handling. For the well-being of students and faculty, the college provides mineral drinking water facilities, and accessibility features such as lifts, ramps, and wheelchair facilities are available to support differently-abled students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/4.1.1.pdf

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

The college promotes a dynamic and well-rounded student experience by offering essential facilities that support cultural activities, sports, games, and yoga practice. Students can make use of the spacious auditorium for cultural events, the vast playground for sports activities, and dedicated yoga halls for yoga sessions, all contributing to their holistic development and overall well-being. Recognizing the significance of athletic achievement, the college provides scholarships to outstanding sports performers as an incentive to encourage their dedication and commitment. Both moral and financial support is extended to these students, enabling their participation in prestigious national and international tournaments, fostering a culture of sportsmanship and excellence.

The institution also features a fully equipped gymnasium, allowing students to enhance their physical fitness, strength, and agility, further improving their competitive abilities in sports and fitness activities. Separate halls have been designated to nurture and showcase talent in various art forms, including dance, music, and folk arts, encouraging students to pursue and excel in their artistic endeavors. Additionally, the college offers specialized yoga training under the guidance of an exclusive trainer, providing comprehensive instruction in yoga asanas to promote physical and mental well-being among students.

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.muthayammal.in/sports.php

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

85

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

1547.84

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The college library has integrated technological advancements by implementing an Integrated Library Management System (ILMS) to automate various library processes. Utilizing the IPALPAP software, the library ensures seamless access to a vast collection of e-journals while efficiently tracking the entry and exit of students and staff, enabling accurate attendance monitoring and enhancing resource and service management. Established in 1994,

the central library has been a vital academic hub, offering an extensive collection of books, journals, and digital resources to support the academic and research needs of students and faculty.

Each year, the college allocates funds for the procurement of books and journals in line with curriculum requirements. The library also provides access to the N-LIST, which includes over 6,000 e-journals and more than 1,99,500 e-books. Both faculty and students can conveniently access these resources through the website http://nlist.inflibnet.ac.in.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.muthayammal.in/library.php

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

4.44

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

273

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Muthayammal College of Arts and Science has implemented various initiatives to enhance IT-based services. The college has established a dedicated IT center with a team of staff on campus to efficiently address all IT-related concerns. Additionally, comprehensive IT policies are in place to ensure smooth operations, covering areas such as IT infrastructure development, ERP systems, internet access, data management, cybersecurity measures, and CCTV facilities.

The IT infrastructure is regularly updated to align with the evolving syllabus and the latest technological advancements. ERP software is utilized to manage administrative and academic functions, including finance, attendance, and examination processes. The college provides a 150 Mbps leased line connection and a robust Wi-Fi network accessible across the campus and hostels for seamless internet connectivity. CCTV cameras have been strategically installed throughout the campus to ensure safety and security. All software usage complies with licensing agreements, and a dedicated server room is maintained for effective data management.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.muthayammal.in/pdf/IT-POLICY.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3720	491

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

1067.38

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	[View File](#)

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

The institution has implemented structured systems and procedures to efficiently manage its physical, academic, and support facilities. Each year, the respective process owners prepare a detailed budget to ensure proper maintenance and optimal utilization of the institution's infrastructure and resources. Dedicated lab assistants are assigned to maintain and oversee laboratory operations, creating a conducive learning environment for students and faculty. Regular annual audits and inspections are conducted to maintain quality standards and identify areas requiring improvement and development.

A team of staff ensures the cleanliness and upkeep of the laboratories and campus, fostering a professional and welcoming academic atmosphere. An experienced IT team is available to handle all aspects of computer laboratory management, including equipment procurement, maintenance, troubleshooting technical issues, and the disposal of outdated or damaged items, ensuring continuous technological support for the institution.

To address concerns efficiently, a toll-free helpline is in place, allowing staff to register complaints with the appropriate civil or IT teams. Additionally, a civil maintenance team is available around the clock to manage the upkeep of generators, power distribution systems, lighting, and UPS systems, ensuring a reliable and uninterrupted power supply across the institution.

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 benefitted by scholarships and freeships provided by the Government during the year

862

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

1389

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	https://www.muthayammal.in/iqac.php
Details of capability development and schemes	[View File](#)
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

570

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

701

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

5.2.2 - Number of outgoing students progressing to higher education

`342`

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

`0`

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

`155`

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

`The institution provides a wide array of administrative, co-`
`curricular, and extracurricular activities to enhance students'`
`academic, communication, leadership, and team-building skills.`
`Each department nominates a student representative for every`

class, who acts as a liaison between the department and the class. These representatives actively participate in academic and administrative activities, including planning departmental events.

Female students have the opportunity to represent the Women's Forum through its dedicated cell, which involves them in organizing various activities such as conferences, seminars, workshops, and inter- and intra-collegiate events. Students also engage in NSS and YRC initiatives, including medical camps, blood donation drives, sapling plantations, distributing pamphlets to raise health awareness, organizing rallies to address social issues, and cleaning community and school grounds.

Additionally, placement volunteers assist in organizing campus interviews, while students contribute to outreach and extension activities through various initiatives. The college regularly conducts meetings with class representatives and hostel student representatives to foster continuous improvement and enhance the overall quality of its programs and services.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/ CONSOLIDATE-MEETING-MINUTES.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

1

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

In the 2014 academic year, the college established an alumni

association, with a faculty member appointed as the coordinator of
the alumni cell. This cell collaborates with various departments
to organize alumni gatherings and interactions, fostering
connections between alumni, current students, and the institution.
To facilitate knowledge sharing and interaction, the alumni cell
and departments identify notable alumni who can provide valuable
insights into current industry trends and business practices,
benefiting the students significantly.

The college invites distinguished alumni as keynote speakers for
conferences and seminars, further strengthening alumni engagement.
Regular alumni meetings are organized to deepen the bond between
the institution and its alumni. The college ensures that alumni
feel welcomed, accommodating their preferences and encouraging
them to visit the campus at their convenience.

Additionally, the placement cell invites alumni with industry
expertise to mentor and inspire placement students. These sessions
often include sharing knowledge, conducting mock interviews, and
preparing students for professional challenges, thereby bridging
the gap between academics and industry demands.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Established in 1994, the college is a self-supporting, autonomous
institution affiliated with Periyar University. The college
management actively participates in both academic and
extracurricular initiatives, promoting holistic development. To

support the institution's growth and operations, the management
committee has formulated various policies, including those for
admissions, recruitment of teaching and non-teaching staff,
research and development, leave provisions, a code of conduct, and
defined roles and responsibilities for stakeholders.

The principal is supported by key leadership roles such as the
vice principal, deans, heads of departments, hostel coordinators,
and IQAC coordinators. The college aligns its efforts with its
vision and mission by empowering rural students to meet global
standards through well-structured policies and robust
infrastructure.

To nurture students' talents, the college hosts a variety of cells
and clubs. It has also established several statutory and non-
statutory committees to fulfill its objectives. The institution
boasts state-of-the-art facilities, including lecture halls,
laboratories, a library, and residential accommodations, ensuring
a conducive environment for learning and personal growth.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.muthayammal.in/vission-mission.php

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The college is enhancing its administrative and academic
operations through participative management and decentralization.
The governing council plays a significant role in driving the
institution's overall development. The principal fosters strong
relationships with all staff members, both teaching and non-
teaching, ensuring effective collaboration.

The college has decentralized various academic and administrative
roles, including the director of academics, vice principal, dean
of research and development, controller of examinations, head of
IQAC, head of social activities, department heads, and
coordinators of different cells and hostels. Responsibilities and
tasks are delegated to higher authorities within their respective
domains.

The internal quality assurance cell (IQAC) head oversees all cell coordinators.

Department heads are responsible for tasks such as preparing schedules, organizing classes, collaborating with IQAC, developing curricula, coordinating with the COE office to administer CIA tests, and working with various cell coordinators to facilitate co-curricular and extracurricular activities, placement initiatives, entrepreneurship programs, IIC activities, and R&D efforts. Decision-making is often conducted collaboratively, with input from subordinates to ensure inclusivity and shared accountability.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The primary objective of the college is to transition from a paper-based system to a paperless system. To achieve this, the college has implemented an Enterprise Resource Planning (ERP) system. Additionally, the Management Information System (MIS) serves as a vital decision-making tool, assisting top-level management in making timely and informed decisions.

The MIS is used to store and manage various details about students and faculty, including attendance, fee payment processes, ID card distribution, online applications, mark sheet preparation, staff workload, and timetables. As part of the ERP, Palgeo software is utilized to maintain faculty attendance. Faculty members can mark their attendance through their mobile phones using this software, saving time and resources such as manpower and paper.

The ERP also includes an online mark entry system, which greatly benefits both teachers and students by simplifying the process. Additionally, the system supports the use of E-Notes, where staff and students are provided with individual logins to upload and download notes through a dedicated portal. The ERP is also

instrumental in publishing results, enabling students to view and download their results in PDF format with ease.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/MCAS_Academic_Calendar_Student_2023-2024.pdf
Upload any additional information	View File

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

The management committee of the college comprises the executive director, director of academics, secretary, treasurer, and chairman. This committee performs various administrative functions, including formulating policies related to admissions, faculty and staff recruitment, resource mobilization, infrastructure development, and funding allocation.

The academic and administrative activities of the college are overseen by the principal, vice principal, dean of administration, dean of research and development, controller of examinations (COE), head of IQAC, head of social activities, head of the curriculum development cell, and department heads.

To enhance students' management skills, particularly in organizing club and cell activities, the college has established several clubs and cells, each led by designated coordinators.

In adherence to UGC regulations, the college has constituted a Board of Studies and an Academic Council. These bodies are responsible for developing and approving the curriculum, ensuring it aligns with the institution's vision and mission. Furthermore, in compliance with UGC standards, the college has also established a Governing Council, which serves as the institution's highest decision-making authority.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.muthayammal.in/AQAR_2023-2024/ MCAS_Academic_Calendar_Student_2023-2024.p df
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Provision of casual leave . Maternity leave lasts up to one year. (Through ESI). Free transport facilities for medical emergencies 100% free education is provided for employees' son/daughter Maternity leave is given Advance amount is provided to the employees for the emergency expenditure. Provision of contributory employee provident fund scheme conducting medical camps on campus for employee andstudents benefits. free Wi-Fi connectivity and a free transport facility available for the faculties. accommodations for the hostel staff with free of cost. financial assistance to the faculty who intend to pursue a part-time Ph.D. Honoring the faculties and students with awards and rewards for their academic excellence and their contribution to the growth of the institution in all spheres. Awarding immediate increments to the faculty for acquiring a Ph.D., SET, or NET. Granting OD or Special Leave to the staff who are participating in the Faculty

Development Programmes to update and upgrade their professional skills. Financial support is provided to the faculties to participate the FDP/seminar/conference. Providing overcoats for the lady's staff , raincoats for security and housekeeping , uniform to the sweeper, watchman with free of charge.

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

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

23

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

57

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

109

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View File](#)
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

To manage all the specifics of income and expenses, the college maintains a finance team and separate accounts. The event management cell will gather all of the event budget, lab specifications, and necessities from the academic and administrative departments at the start of the school year. The budget report will then be prepared by the event management and sent to the accounting team. Before receiving final permission from the chartered accountants, the internal accounts and finance team will conduct an internal audit of all the revenue and spending. The accounting and finance teams will review the purchase order, pay roll, and balance sheet as part of the internal audit. Cashvouchers, budgets, invoices, and other academic and administrative expenditures. Next, an external audit is done by the government-authorised chartered accounts for every year. The college will turn in all of the income and expense information to the tax department once the internal and external audits are finished. Additionally, a meeting of the financial committee was arranged by the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	**No File Uploaded**
Any additional information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

including the wages of the teaching and non-teaching personnel and infrastructure costs (such as classrooms, labs, sports equipment, transportation, furnishings, book purchases, and ICT facilities). The administration of the institution provides help for the planning of cocurricular and extracurricular activities, placement classes, outreach and extension programmes, etc. The college has been receiving budgets for academic and administrative operations from all HODs, cell coordinators, and other process owners since the start of the academic year. The funds will be distributed by the college administration in accordance with the scheduled administrative and academic activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC has commenced various quality activities in the academic year 2022-23. The college has participated in the NIRF, MDRA, and IIC. The college is tie up with internshala. Every year, Internshala is ranking the college based on the student's internship work. Next, The college has applied for four new program to launch for the forthcoming academic year based on the current job market.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC has conducted academic audits at the departmental level and formed a dedicated team to carry out the audits. The team was provided with a checklist by the IQAC to ensure a thorough review of departmental records. After completing the audit, the team submitted a detailed report to the IQAC, highlighting their observations and providing suggestions for enhancing the academic standards.

Additionally, the IQAC, in collaboration with the Women's Forum, conducted a gender audit to evaluate the gender ratio in overall admissions, departmental levels, and major cell activities. This initiative aimed to develop strategic plans for maintaining gender equity on campus.

To streamline academic processes, the IQAC introduced a course file system for individual staff, which includes lesson plans, teaching aid usage, and test patterns. Monthly file audits were conducted at the departmental and cell levels to verify data entries and ensure proper authorization through signatures from higher authorities.

The IQAC also implemented a monthly staff appraisal form to assess individual staff achievements and activities. Furthermore, the IQAC organized a Student Satisfaction Survey to evaluate the effectiveness of the teaching and learning process and identify areas for improvement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.muthayammal.in/AQAR_2023-2024/ 6.5.2%20Audit%20report.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.muthayammal.in/AQAR_2023-2024/ANNUAL-REPORT-2023-2024.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has undertaken various initiatives to promote gender equity. A dedicated Women's Forum Cell has been established to empower female students. Through this cell, the college has organized several programs, including personality development workshops, orientation sessions on Moovalur scholarships, counseling sessions for first-year female students, and health awareness programs focusing on anemia eradication and balanced diets. Additionally, awareness sessions on IPC and RTI were conducted. The college also celebrated significant events such as International Day of Awareness, National Girl Child Day, and Women's Day to further support and encourage the development of female students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geotagged 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 a maximum of 200 words)

The college has implemented a robust waste management system to ensure the timely and efficient disposal of various types of waste. A systematic approach has been adopted to manage both biodegradable and non-biodegradable waste effectively.

Biodegradable waste, such as vegetable scraps and dried leaves, is carefully collected in designated baskets placed across the campus. Specifically, vegetable waste from the dormitories is disposed of in a compost pit, where it naturally decomposes into compost, promoting sustainable practices among students.

For non-biodegradable and liquid waste, the college has established structured protocols for periodic disposal. Dedicated pipelines have been installed to collect liquid waste from restrooms, kitchens, and laboratories. This waste is then directed to a storage pit for proper disposal.

Electronic waste is responsibly managed by storing it in designated areas and regularly disposing of it in collaboration with authorized waste management organizations. Maintaining high standards of cleanliness and hygiene, the diligent housekeeping staff works tirelessly during business hours to keep the campus neat and organized.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geotagged photographs of the facilities	*View File*
Any other relevant information	**No File Uploaded**

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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
Geotagged photos / videos of the facilities	*View File*
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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**	C. Any 2 of the above

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	A. Any 4 or all of the above

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

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

The college has implemented several initiatives to foster tolerance and harmony among students by embracing cultural, regional, linguistic, communal, socio-economic, and other forms of diversity. Activities include conducting surveys on socio-economic issues in adopted villages, organizing medical check-up camps, eye camps, and blood donation drives, as well as raising awareness for societal benefit. Additionally, NSS volunteers have undertaken tree plantation drives in adopted villages to promote environmental sustainability. The Fine Arts Club actively organizes various cultural events both on and off campus, enabling students to appreciate cultural heritage and enhance their talents. Furthermore, the college hosted a departmental festival to showcase students' abilities and strengthen the cultural environment on campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The college has undertaken numerous initiatives to promote constitutional values, moral principles, societal rights, and responsibilities among students. To support this, the curriculum includes specific subjects such as Environmental Studies, Human Rights, and Professional Ethics. The institution has also established distinct rules and regulations to uphold the code of

conduct on campus. A professional development program was organized for both students and staff, along with an induction program for newly appointed staff and newly enrolled students. Additionally, the college celebrates Independence Day and Republic Day annually to honor the contributions of national freedom fighters and instill their legacy in the student community.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of Ethics - policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

The organization is deeply committed to celebrating festivals, significant days, and both national and international events, highlighting the importance of developing a broad understanding of cultural, social, and environmental aspects. It commemorates

occasions such as Independence Day, Republic Day, Wildlife Week, Science Day, Social Justice Day, and International Yoga Day, among others. These celebrations provide students with valuable opportunities to engage in activities that promote social justice, scientific progress, and environmental awareness.

In addition, the organization plays an active role in designing and implementing educational initiatives aimed at raising public awareness of critical civic and health-related issues. These programs focus on educating communities and schools about the prevention and management of diseases such as cancer, dengue fever, and malaria. Furthermore, the organization encourages civic participation and active engagement in the democratic process by emphasizing the importance of exercising voting rights through campaigns and events.

By actively participating in these diverse celebrations and educational programs, the institution strives to provide a holistic learning experience for its students. This approach nurtures a sense of global citizenship and social responsibility while fostering a deeper understanding and appreciation of cultural, social, and environmental issues.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices 1

https://www.muthayammal.in/AQAR_2023-2024/2023-24_CSR-ACTIVITIES.pdf

Best Practices 2

https://www.muthayammal.in/AQAR_2023-2024/Best-Practices-2.pdf

File Description	Documents
Best practices in the Institutional website	https://www.muthayammal.in/AQAR_2023-2024/2023-24_CSR-ACTIVITIES.pdf https://www.muthayammal.in/AQAR_2023-2024/Best-Practices-2.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The Institution Innovation and Entrepreneurship Cell stands as a hallmark of our college's distinctiveness. This dedicated cell is committed to fostering innovation and entrepreneurship within the institution and is an active member of the Ministry of Education's (MOE) initiatives. Each year, the IIC participates in the national ranking system and, in the academic year 2022-23, was awarded a prestigious 3-star rating by the Ministry of Education for successfully organizing a variety of innovation programs.

File Description	Documents
Appropriate link in the institutional website	https://www.muthayammal.in/pdf/Innovation%20&%20Entrepreneurship%20Policy%20-%20-MCAS.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- **Achieve a ranking in NIRF and MDRA.**
- **Establish MoUs with global market-leading companies.**
- **Strengthen the institution's alumni network.**
- **Enhance the curriculum to align with industry requirements.**
- **Improve the pass percentage and ensure students secure placements in top-tier companies.**