Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**GONZAGA COLLEGE OF ARTS AND SCIENCE FOR WOMEN**
Name of the head of the Institution	**Dr. S Maheswari**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04343268678**
Mobile no.	**9486311336**
Registered Email	**k-gcw@gonzagacollege.edu.in**
Alternate Email	**college.gonzaga@gmail.com**
Address	**Kathampallam, Elathagiri**
City/Town	**Krishnagiri**
State/UT	**Tamil Nadu**
Pincode	**635108**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**E Glitta Sumangali**
Phone no/Alternate Phone no.	**04343268677**
Mobile no.	**9942177913**
Registered Email	**gcwiqac@gonzagacollege.edu.in**
Alternate Email	**gonzagaiqac@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gonzagacollege.edu.in/wp-content/uploads/2021/09/GONZAGA_SSR.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gonzagacollege.edu.in/wp-content/uploads/2021/08/Academic-Calender_16-17.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.55**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**15-Jun-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

FDP on New National Educational Policy for Higher Education	02-Jul-2016 1	84
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NILL	NILL	NILL	2017 00	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• Identified the slow and fast learners and had given coaching to get through the examination and excel with high marks. • Adopted student centric and technology based learning • Collected feedback from the stakeholders once in the academic year and set up quality benchmarks based on the findings of the feedback • Each Department was encouraged to organize National level seminars/conferences • A Students Council was established in this year to inculcate the leadership qualities among the students. • Student Satisfaction Survey based on teaching and learning methodology was collected from final year students. The data collected were used for quality enhancement.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Organize developmental schemes to help students like Bridge Course, Remedial Coaching, Language Lab, Yoga etc.	It enhanced the learning outcomes of the students and improved their mental health
To provide support to the faculty, to upgrade and enhance their quality	Staff members were encouraged to participate and present papers in National & International conferences with on duty and financial assistance.
Systematic conduct of Internal Assessment / Systematic evaluation of academic outcomes	Odd Semester: CIA - I 08.08.2016 to 12.08.2016 CIA - II 19.09.2016 to 22.09.2016 Even Semester: CIA - I 02.02.2017 to 04.02.2017 CIA – II 13.03.2017 to 18.03.2017
Organize National and International Conference / Workshop / Seminar to strengthen the research attitude	National Conference on Fabrication of Magnetic metal oxide nano particles for Cancer Theranostics: 07.10.2016 National Conference on Green Chemistry: 31.08.2016 National Conference on New Dimension in M-Commerce: 09.09.2016 National Workshop on Big Data Analytics using Hadoop: 23.08.2016 National Seminar on Feminist Literature: Prologue to Modern Research in English Literature: 07.09.2016 National Seminar on New Trends in Advanced Mathematics: 27.09.2016 National Seminar on Innovative Material Science (IMS'16): 22.07.2016 Pannokku Parvaiyil Tamil Ilakkiyangal: 29.09.2016
Initiate the process of collecting structured feedback from Students (Students Satisfaction Survey), Alumnae, Faculty, Parents, and Employer	The collected feedback was analyzed and suggestions were given to the management to enhance the quality
Administer various feedback and evaluate about the academic functioning of the institution	Staff Evaluation by Students: 09.01.2017 Parent Teacher Meet: 28.01.2017
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Board of Management	05-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	**2017**
Date of Submission	**07-Jan-2017**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Library: The library is automated with Modernlib software. We use Windows software for library automation and three modules are available in the system. Gate Register: Entry with software driven Barcode Scanners, Library Management Module (Used by Librarian and Assistance) creates a database that incorporates all essential data elements such as titles, checks duplicates, and generates report. Student Search and Inquiry Module (Used by the student and staff), OPAC: Book search and location tracking of resources. Library Circulation Module (Used by Librarian and Assistance): Issue and return with software driven Barcode Scanners. It also maintains interface checkin and checkout, generates barcodes for ID, overdue fines and gives user book usage statistics. Attendance: Staff attendance is maintained by Biometric login. Employers Provident Fund (EPF): The payment and claims of EPF are done through Electronic Challan Cum Return (ECR) which is a monthly return filed by the employer every month through employee eSewa Portal.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is affiliated to Periyar University, Salem, therefore the curricular composition of every programme ensures the best possible options in terms of Core, Allied, Skill Based Elective and Extra Departmental Optional Courses as available in the curricular structure prescribed by the University. For the effective curriculum delivery and transaction of the curriculum, the following mechanisms have been initiated: • Before the commencement of the academic year, all the Heads of the Department prepare the academic year plan under the guidance of the Principal to keep track of the completion of the syllabus on time. The academic calendar is made available to the staff and students. • Orientation sessions at the Departmental level are arranged for faculty members on proper planning and handling of the curriculum with

innovative teaching methodologies and all academic transactions. • Implementation of different pedagogies viz. Bridge course, assignment, seminar, projects, skill-based activities, case study, video recordings, group discussion, quiz, debate, book club, industrial visits, library visits, cultural visits, and other relevant activities have been introduced in subject fields related with University curriculum. • Remedial classes for the below-average students to motivate and coach them towards completion of the programme and to improve their academic performance. • Concurrently the fast learners are also specially focused and tuned by the teachers to excel in their studies and to score rank at the university level. • The academic review meetings are held twice a semester to review the progress of syllabus coverage and the effectiveness of the instruction delivery. • All the minutes of meetings and plans are recorded and maintained for future reference. • Academic Calendar, lesson plan, notes of the lesson, staff workload, and timetable for the academic year are prepared well in advance in accordance with the guidelines of the Periyar University Credits System are documented in the Department and Internal Quality Assurance Cell (IQAC). • The Principal meets the faculty members of each department to discuss the matter pertaining to reading materials, lab sources, lab skills, completion of syllabus on time in every semester. • Feedback on effective delivery of curriculum is collected from the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NILL	NILL	Nil	00	NILL	NILL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Biochemistry	29/08/2016
MPhil	Physics	27/07/2016
	View File	

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Biochemistry	16/06/2016
BSc	Chemistry	16/06/2016
MSc	Chemistry	16/06/2016
BCom	Computer Applications	16/06/2016
MCom	Commerce	16/06/2016
BCA	Computer Applications	16/06/2016
BSc	Computer Science	16/06/2016
MSc	Computer Science	16/06/2016
BA	English	16/06/2016
MA	English	16/06/2016
BSc	Mathematics	16/06/2016

MSc	Mathematics	16/06/2016
BSc	Physics	16/06/2016
MSc	Physics	16/06/2016
MPhil	Physics	27/07/2016
BA	Tamil	16/06/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NILL	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Computer Science	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
• Annual structure feedback from all stakeholders on curriculum, exit poll – evaluation of the final year students about the college facilities, and performance of the faculty were collected to get a comprehensive picture for making continuous improvement on the curriculum transaction and also in the overall development of the Institution. • The feedbacks were analyzed quantitatively and qualitatively by IQAC and the reports were submitted to the Board of Management for further appropriate decisions making and actions. • Based on the feedback from the stakeholders IQAC contributes to the development of quality parameters in various academic and administrative activities of the institution. It ensures the timely efficient and progressive performance in academic and administrative tasks. It also contributes to adopt innovative teaching pedagogy for effective curriculum delivery. • In general, the students across programme appreciated the teaching-learning process, students support, facilities available, and practical opportunity provided to them. The alumna feedback was namely on the skill, knowledge, values gained during the tenure in the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Biochemistry	40	32	31
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1633	126	28	1	54

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
86	83	10	8	Nill	8
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The College has been conducting Student Mentoring as Student Guidance Programme (SGP). The students are divided into groups and each group is provided with a mentor/counselor/ advisor to provide academic and personal guidance when it is needed. In this academic year, each mentor is given 20 - 21 mentees for the mentoring session. The mentors meet the mentees according to the schedule given in the academic calendar. Mentor maintains a complete record of the student accomplishments, unique talents, areas need to be improved. The students are encouraged to meet their mentors at regular interval as mentioned in the academic calendar and on need a basis as well. Students come up with their personal issues related to their family, health, studies, peer pressures college are recorded confidentially and personal assistance is given to them. Slow learners are directed to pay attention to remedial classes and advanced learners are encouraged to focus on other skills training as well. Student participation in co-curricular and extracurricular activities are improved or events are informed and guidance is given to them to take part based on their talent and interest. Students are well focused on the college functioning systems, their roles, and responsibilities, privileges, facilities and opportunities of the institution. Students' feedback reflects positively on academic and personal mentoring in helping them cope with their life. The overall performance of the student is analyzed by viewing the Academic Mentoring Data Card. The pass percentage has improved and dropouts were gradually decreased. The students recommended for psychological counseling are referred to professional counselors. The majority of students being first-generation learners the academic progression is facilitated by a mentoring system wherein each faculty guides and monitors the academic outcome of the students. The college is attuned to the special need of the married girls who face multiple hardships. Optimum support services are ensured for such students in order to safeguard their academic interests without affecting their family life. Due to special counselling to married girls, dropout out of family issues have been reduced. The mentor maintains the mentee record for the entire course of study.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

1759	83	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
83	83	Nill	42	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	A Antony Maria Jansi	Assistant Professor	PuratchiKaviznarMannithaNeyaKaviChemmalVirudhu by Tamilnadu Tamil EzhuthalargalSangam
2016	Dr. S Geetha	Assistant Professor	Best Organizer Award, Sittharvalam Foundation for Global Warming
2016	Dr. S Geetha	Assistant Professor	PaventharBharathidhasanParattuPattayam, Tamil IyaaKalviKalagam
2016	R Rajakumari	Assistant Professor	KalviKalaimaniViruthu, KaviarasarKalai Tamil Sangam, Namakkal, KalviSevagarKalaimaniVirudhu ,KaviyarasarKalai Tamil Sangam
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	BC01	II	10/05/2017	14/06/2017
[View File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation (CIE) is done through Continuous Internal Assessment (CIA) tests, assignments, seminars conducted twice per semester. The teacher-in-charge carefully monitors the regularity of attendance, participation in seminars, and other activities. The reformations initiated in the academic year are as follows. 1. Seminars given in the class were

considered as part of continuous evaluation 2. Students were given the freedom to choose a topic on their own to write their assignments 3. Report submission on the visits to Industry, Library, and observatory was counted towards internal assessment marking. Class Tests, Unit Tests are conducted in the department wise and two Internal Assessment Tests and one Model Examination are conducted centrally to evaluate the students' performance as scheduled in the Academic calendar. The college has a centralized exam cell to conduct these examinations. The exam cell is headed by the coordinator supported by members of the cell to carry out all activities.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

- The academic calendar is prepared ahead of the commencement of the academic year after receiving a tentative schedule from the University. After the Principal conducts meetings with IQAC, HODs, and Coordinators, Examination Committee, Associations of all the department and Sports Committee members with the consultation of the Secretary, approves the same and if needed guides to improve still better. • The final approved printed copies of the calendar are distributed to all the students and staff at the beginning of the academic year along with day orders to be followed daily. • The academic calendar provides details such as the programmes offered, payment of fees, dates of internal examinations, seminars, and other important events, inter and intra collegiate competitions, holidays, payment of college fees, rules and regulations of the college to be followed by student and other events related with the academic. The calendar contains staff details as well. • Amidst busy of completing the syllabus, the Academic calendar seems to be the reminder and guide book to the heads of the department to prepare in advance and book for the resource person ahead for the seminar and workshops. • This calendar is the personal guide light of every inmate of the college everyone takes responsibility to adhere and follows as it is written. • As per the University norms there are 90 working days minimum for each semester. • Apart from the Academic Calendar a Department wise Activity Schedule for smooth functioning is also prepared. This ensures curriculum enrichment through related activities like expert lectures, extension activities, and industry academia interaction.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://gonzagacollege.edu.in/po-pso-co/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
CH01	BSc	Chemistry	43	33	77
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://gonzagacollege.edu.in/wp-content/uploads/2021/08/SSS-2016-2017.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Conference on Fabrication of Magnetic metal oxide Nanoparticles for Cancer Theranostics	Biochemistry	07/10/2016
National Conference on Green Chemistry	Chemistry	31/08/2016
National Conference on New Dimension in M-Commerce	Commerce	09/09/2016
National Workshop on Big Data Analytics using Hadoop	Computer Science and Applications	23/08/2016
One Day National Seminar on Feminist Literature Prologue to Modern Research in English Literature	English	07/09/2016
Three Day Course on Health and Happiness	English	04/03/2017
National Seminar on New Trends in Advanced Mathematics	Mathematics	27/09/2016
National Seminar on Innovative Material Science (IMS'16	Physics	22/07/2016
National Seminar on Pannokku Parvaiyil Tamil Ilakkiyangal	Tamil	29/09/2016

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NILL	NILL	NILL	Nill	NILL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NILL	NILL	NILL		Oxidized	07/07/2016

			Preparation of conductivity water	KMnO4 can be reused to prepare the conductivity water	

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NILL	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Physics	3	5.87
International	Computer Science	3	00
International	English	15	00
International	Physics	1	00

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	1
Computer Science Applications	1
English	22
Tamil	3

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Doping effect of malic acid on the grown lithium sulfate mo nohydrate oxalate single	GlittaSu mangali E	Materials Research I nnovations	2017	0	VIT, Vellore	Nill

crystals						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Doping effect of malic acid on the grown lithium sulfate mo nohydrate oxalate single crystals	GlittaSu mangali E	Materials Research I nnovations	2017	Nill	Nill	VIT, Vellore

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semi nars/Workshops	3	89	5	Nill
Presented papers	1	21	3	Nill
Resource persons	Nill	Nill	1	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
RRC -Orientation Programme on Celebrating Life	District AIDS Prevention Control Unit, Collectorate, Krishnagiri Distirct	4	250

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Voluntary Contribution for empowerment of persons with visual	Empowerment Championship 2017- Silver Zone	Indian Association for the Blind	1759

challenges				
Encouraged students to participate in many competitions on 67th Republic Day Celebration	VettriThirukovil Award – 2016	KurinjiKabilar Tamil Sangam		212

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NILL	RRC	Essay writing computation Awareness on Blood Donation	4	25

<div align="center">View File</div>

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NILL	NILL	NILL	00

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NILL	NILL	NILL	Nill	Nill	NILL

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NILL	Nill	NILL	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	240974

4.1.2 – Details of augmentation in infrastructure facilities during the year	
Facilities	**Existing or Newly Added**
Campus Area	**Existing**
Class rooms	**Existing**
[View File](#)	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}			
Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Modernlib	**Fully**	**2.0**	**2017**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**8439**	**1929895**	**2807**	**652075**	**11246**	**2581970**
[View File](#)						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NILL	**NILL**	**NILL**	**Nill**
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**140**	**111**	**1**	**11**	**0**	**9**	**0**	**2**	**9**
Added	**5**	**0**	**0**	**0**	**0**	**0**	**5**	**0**	**0**
Total	**145**	**111**	**1**	**11**	**0**	**9**	**5**	**2**	**9**

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)
2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NILL	[NILL](#)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5000000	4892778	9000000	8162714

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

1. PREAMBLE The College has established Maintenance Policy (Physical, Academic, and Support) in alignment with its vision and mission. The primary mandate of this policy is to ensure proper service condition through the physical, academic, and support machinery of the institution for its overall active functioning. 2. POLICY STATEMENT This policy ensures all physical, academic and support infrastructure are well equipped and maintained to sustain the high-quality teaching and learning in the college without any service interruptions. 3. OBJECTIVE This policy is designed to develop action plans and procedures for the maintenance, repair and replacement of all equipments - physical, academic and support infrastructure to sustain the quality of teaching and learning and ensure the College's effective operations. 4. SCOPE Details of all hi-tech equipment, machinery, and guarantee/warranty of the equipment – physical, academic, and support infrastructure of the college is maintained in the Asset Register. Records details include: • Date of purchase • Name Details of fund utilized to purchase • Purchase Invoice details • Purchase price • Contact details for service contract • Location of equipment/ machinery in the College • Staff member responsible for everyday check • Setting out a uniform maintenance and repair procedure for all the equipment across all the departments and centers of the College. • Ensure the effective utilization of resources for teaching, learning, and training. • Ensure the replacement of equipment and furniture in a procedural way on a regular basis without service interruptions

http://gonzagacollege.edu.in/wp-content/uploads/2021/08/Annexure-5_-4.4.2-MAINTENANCE-POLICY.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	MANAGEMENT	48	253400
Financial Support from Other Sources			
a) National	SC/ST/SCC Scholarship / Minority	73	692480
b)International	NILL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	16/06/2016	1759	All Departments
Department Bridge	23/06/2016	316	All Departments

Course			
Mentoring(Student Guidance Programme)	11/07/2016	1759	All Departments
Bridge Course-Communicative English	02/07/2016	316	English Department
Language Lab	21/07/2016	1035	English Department
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	NET / SLET Coaching	132	Nill	Nill	Nill
2017	IAS Awareness Programme	Nill	450	Nill	Nill
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Mpower Young India	93	9	NILL	Nill	Nill
[View File](#)					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	3	B.Sc	Chemistry	Gonzaga College of Arts and Science For Women	M.Sc Chemistry

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)	
Items	Number of students selected/ qualifying
Nill	Nill

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
MuthamizhVizha - (Poem, Essay writing, Speech, Singing, Dance, Drama, Fancy dress, Debate	Local	461

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Chief Ministers Trophy in District Level Sports Meet - Hammer Throw	Nill	6	10	16UEN3867	Sushmitha I

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council plays an integral role to engage in a structured partnership with teachers, students, and management. The student Council provides a representative structure through which students can improve their skills by organizing programmes in college and undertake initiatives for the benefit of the college and community. The members of the student council disseminate information to the students and also collect information and communicate it to the respective authorities and do things for the student's welfare. The student council has representation from all programmes and works under the guidance of the Vice-Principal. • Student Council joins with each department according to their schedule and conducts assembly every day, organizes prayer, makes announcements, and takes care of discipline. • Ramzan festival was the first event organized by the students' council on 5 July 2016 with active participants from the students. • With regard to students' grievances, the Student Council was able to act as a bridge between the administration and the students in clarifying issues regarding the bill. The lunch timings of the students were officially changed for the conveyance of the students. • On the academic front, the SC was able to extend library timings for book lending and borrowing from 2. 30 p.m. to 3.30 p.m. on all working days. • They have representation in various committees like Anti-ragging,

Discipline, Grievances, and Redressal committee.	

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

The registration of the Alumni Association of our institution is in progress.

5.4.2 – No. of enrolled Alumni:

450

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The institution established the Alumnae association on the auspicious day 13 December 2015 and organized one Alumnae Meet for the former Gonzagaites at their Alma Mater on 11 February 2017.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

In order to ensure a decentralized governance system, the institution functions in a well-structured and defined manner. • Decentralization is seen as a means of improving the efficiency of the education system and the quality of educational services. The various levels of leadership are as follows Board of Management, Secretary, Principal, Vice Principal, IQAC Members, Heads of the Departments, Teaching Staff, Non-teaching Staff, Supporting Staff, Student Council, Student Representatives, Stakeholders, Alumnae and various committees jointly empower plan, design, frame and execute their plans within the framework of governance. • Faculty members have representation in the various committees set up by the Principal (Grievance redressal cell, Anti-ragging committee, etc.,) various academic cultural clubs and units function in college. • They provide a platform to students to express themselves and further hone their skills. Each club/ unit has a staff coordinator associated with it. Student members are the office bearers of each club/ unit functioning in the college. • The admission to the college is done based on the recommendation given by the admission committee comprising the Principal, Vice-Principal, Heads of the Department, and representative from the office and got approval of the Secretary. • The departments and faculty function independently to decide on the student-specific activity/ lectures/ workshops and other programmes to be implemented once got approved by the management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	• Students of various disciplines are admitted as per existing norms prescribed by the Periyar University, Salem. The applicant must satisfy the

	eligibility conditions of Periyar University. • The college has an admission committee that carries admission works based on the admission policy. • No donation whatsoever is to be sought nor accepted at the time of admissions. • Special preference should be given to rural students and Catholics from rural areas. • The college shall accommodate Dalits / Orphans / Semi orphans as this is the spirit of the congregation. Remedial programmes should be arranged for such students and the academically poor right from the beginning of the year. • Adequate financial assistance should be extended to students from the economically weaker section. The poor are to be given due concession or even total exemption. • Physically Challenged, Polio Victims, Visually Challenged, etc. who seek admission will be given special consideration.
Industry Interaction / Collaboration	• To broaden the real-life experience students are taken for industrial visits, and later during final semester they are placed in various companies, Industry - Institute- Interaction provides a platform for both the students as well as faculty members. • These visits enable the students to be aware of the lacunae in their skills and provide an opportunity to upgrade them. • Industrial experts are invited as resource persons for seminars and workshops. • Industrial and cultural visits are formulated for a good relationship between our college and the visited industry. • Practical training for students in industries. • Placement drives are conducted in collaboration with Industries.
Human Resource Management	• The College organizes a Faculty Development Programme, Workshops, and Soft skill Training for the development of the teaching and non-teaching staff members. • The purpose of the department associations is to enlighten the staff members with the latest developments in the respective disciplines. • Facilitating the faculty members to participate in Refresher Orientation courses to build knowledge, help to achieve goals and to transform their life. • Awareness programmes are conducted by various extension service units for the welfare of the students.

		• The final year students are given training on aptitude and communication skills for their placement embracing wider societal and ethical developments among students and staff members.
	Library, ICT and Physical Infrastructure / Instrumentation	• Our college has a well-equipped automated library. • The volume of new journals and curriculum-related books are added to the library. • Barcode / RF Enabled Circulation and Surveillance. • The college subscribed for Nlist • Each Department library comprises texts, reference books, secondary sources prescribed in the syllabus, related sources to the texts and books in general for the benefit of the students. • There is a library committee to maintain a checklist and to update • Internet lab with adequate systems and net speed up to 2 MBPS is maintained for easy access to the students and faculty members. • All the departments are equipped with computers with printers and UPS. • Each department is enabled with ICT tools. • Students were given more emphasis on making use of ICT facilities for improving their knowledge. • English department has a language lab with computers with headsets for language training. • Our college campus is equipped with eco-friendly buildings, classrooms with proper ventilation and light. • Adequate restrooms for staff and students. • Class rooms are provided with LCD Projectors to assist the innovative teaching method. • Intercom facilities are provided inside the college campus. • RO system for purified drinking water is available inside the campus. • Bus facility is availed to the locations in and around Krishnagiri. • Magizham Hostel Mess is provided with modern kitchen equipment. • Amenity centers such as GNET, GMART, GMINT, GFIT, and Kathambam.
	Research and Development	• There is a clear policy to develop research in the college. The college provides necessary support like seed money, a positive research environment, and leave for research and development activities. • Motivates faculty members to publish their research articles in reputed national and international journals with high impact factors. Duty leave is granted for the same. • Encourages them to present papers in

	International / National / State Level Seminars, workshops, and as resource persons. • IQAC orients teachers to develop research proposal writing skills through various programmes and to apply for research grants from funding agencies. • Workshops/Seminars/ Conferences are routinely organized at Institutional / State / National / International levels to cultivate research interest in undergraduate and postgraduate students. • Teachers without Ph.D. are encouraged to pursue and complete their Ph.D. by providing study leave with salary benefits. • Travel Grant is given to the teachers to present papers and to attend conferences/ seminars/ workshops.
Examination and Evaluation	• The Institute Examination cell has framed guidelines for conducting the CIA tests in line with the Calendar of the Affiliate University and the Institution. The exam cell coordinator and the members of the cell take care of all activities. The Exam cell prepares the exam schedule, staff duty list, seating plan, etc. • The conventional method of written examination is conducted in the form of Continuous Internal Assessment (CIA) tests to improve the students' outcomes. • Students are evaluated based on tests and exams, project work, assignments, debates, group discussions, PowerPoint presentations, viva, and seminal lectures. • The University conducts the semester theory and practical examinations. The faculty members are involved in paper setting, moderation and evaluation. • Question paper setting, valuation of answer scripts are done by the university. • We have a support system through which students are allowed to apply for re-totaling / reevaluation of their examination papers and to appear for supplementary examinations.
Teaching and Learning	IQAC set bench-marking to use various ICT tools such as PowerPoint presentations, animations, videos, and other e-resources to explain at least 20 percent of the topics in each unit along with conventional blackboard teaching methods. • Inclusion of fieldwork, group discussion, class level seminars, industrial visit and educational excursion in both

	Undergraduate and Postgraduate levels, student appraisal of teachers, Examination, Mentor System, Remedial Coaching Class/Tutorial, etc enhance teaching and learning. • Faculty members innovate and continuously improve the learning process. • Prominent Academicians /resource persons also visit the college and interact with the students.
Curriculum Development	• As the institution is affiliated with Periyar University, Salem, we follow the curriculum framed by the University Board of Studies for UG/ PG/ M.Phil programmes. The Choice Based Credit System (CBCS Pattern) given by the university is followed. • Our faculty A. Antony Maria Jansi, Head Department of English was one of the curriculum revising committee members constituted by Periyar University, Salem editor to frame the syllabus for Part II English. • The curriculum is enriched by organizing lectures/workshops/ conferences for the benefit of the students. E-resources were used for additional information sharing.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The vision and mission of the college / important communications planned well in advance, academic calendar that includes Internal test, department wise seminars/conferences, number of working days with calendar holidays, semester exam date, extension activity dates, PG project submission, viva voce date, annual day programme, routine college functions, etc. / circulars and notices are shared for ensuring the reach of information to the stakeholders at any time anywhere through the college website. It thoroughly executes and paves way for the development of the institution. The website is designed for the college to be dynamic and interactive. A separate team is constituted to update the website periodically.
Administration	To quicken the process, avoid delay, minimize the paperwork, and keep E-records of the college administration correspondences are done through emails to all the departments. The college is connected through the required internet

	bandwidth. The biometric attendance system is implemented for staff members attendance through ESSL Software. Dissemination of information and daily attendance of the students were done through group SMS
Finance and Accounts	E-Governance improves the accountability, transparency, and responsiveness of every transaction of the institution. Accordingly, student scholarships are received from the district welfare office ECS. The college transfers payment for the journals to book houses through NEFT. The controller office of the university has made the payment transactions online, i.e., through NEFT transfer which eases the work.All payments including Staff Salary are transacted through the bank.
Student Admission and Support	The prospectus and handbook contain information about the Institution and programmes offered are displayed on the college website. Scholarship of the deserving students are applied through E- District. The library is managed by Modernlib software. The library offers several e-facilities such as e-books, e-journals. Online Public Access Catalog facility is also available. The Library is also a member of the N-List programme of INFLIBNET. Classrooms are equipped with ICT tools to meet the needs of the students in an ever-growing tech world.
Examination	Exam Applications of students are processed via an online portal prescribed by the university. The examination fee of the students can be transferred to the university online mode. Internal marks for theory and practical is done through the university portal. Hall tickets can be downloaded online from the university. Semester Examination results are published online by the university. The result of the students is sent through text messages to the parents by the university.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support

| 2016 | NILL | NILL | Consortium | 10000 |

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	New Education policy for Higher Education	NILL	02/07/2016	02/07/2016	87	1
2016	NILL	Soft Skill training	02/07/2016	02/07/2016	Nill	41

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Training of Trainers in Life Skill	1	27/02/2017	03/03/2017	5
Staff Orientation Programme -Academic Audit- The Gate way to excellence New Education policy for Higher Education	87	02/07/2016	02/07/2016	1

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
86	86	41	41

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Management has	Training Program on	Fee Concession,

sanctioned leave (with salary) to M. Bagyamathi, Head, Department of Computer Science and Applications to carry out research work for 11 days from 18 Nov 2016 to 30 Nov 2016. Permission to attend Conference and Seminars (Travel and Registration Expenses). A Scheme of Provident Fund with the Management Contribution eligible for pension and avail loans. Medical Leave, Extension Medical Leave for Eligible Staff, Christmas Gathering, Salary Increment, Training to hone LSRW Skill, Permission to take Leave for Higher Study.	Soft Skills, Allow to pursue Distance Education. Training for improving computing, communication skill and office filing system. Staff are encouraged to appear for Group IV Examination for career promotion. Tour sponsor by management, Loan facility, and financial aid for their ward. Leave privileges, Christmas Gathering, Salary Increment, and Medical Leave.	Management Scholarship (Gonzaga Foundation), Free Ship, Loan Books, Medical Aid on need bases, Exemption from attending Remedial Hour for lactating student mother. A separate room for lactation and Maternity Leave facility.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes. The College conducts internal and external financial audits regularly. For any recurring and non-recurring expenses, the department concerned gets the approval from the Secretary and Principal and submits the same in the Accounts Section. The Accounts section processes the approval and allots the required money. After the completion of the programme, the account is settled with proper bills, countersigned by the HoD and the Principal. The Internal Finance Audit is regularly conducted by the General Procurator from Pondicherry and assesses the financial status of the institution and aids suggestion for resource mobilization. Once a year the External Audit System is undertaken by an external body comprising Mr. K Nataraja Prabhu Team and the audit report is sent to the generalate and Institution.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NILL	0	NILL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NILL	Yes	IQAC
Administrative	Yes	KNRSG	Yes	FSAG Society,

		Associates - K. Nataraja Prabhu, S. Malathi , Mr. Sundar		A. Mary Stella, Superior General Dr. Josephine Mary Stella, General Councilor

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Parents meetings are conducted every year on the opening day of I year UG/PG. In the meeting rules and regulations of the college are explained in detail to the parents and students. • Every semester, Parent-Teachers Meetings are conducted for all II and III year students. • The parents are extending their support for all kinds of activities and schemes implemented by the college. • The parents can meet the faculty and the Principal anytime during the academic year. If any grievances are intimated by the parents, the management takes immediate action to solve the problems. • Parents do give feedback on administrative and academic activities and help to enhance the quality.

6.5.3 – Development programmes for support staff (at least three)

• Computer training is given by Computer Science Faculty for hands-on experience in office packages • Faculty Development and Orientation programmes are conducted regularly with experts • Support Staff are encouraged to pursue their higher education • Retreats are conducted for the support staff members to refresh their minds and souls.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Effective Functioning of IQAC committee of the Institute. • Introduction to New Programme: B.Sc. Biochemistry M. Phil. Physics • Internal Academic and Administrative Audit of the Institute.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Evaluation of the Staff by the Students	09/01/2017	09/01/2017	09/01/2017	1757
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Counseling on Sanitation and Hygiene	16/07/2016	16/07/2016	120	Nill
Female Empowerment Policy	19/08/2016	19/08/2016	60	Nill
Counselling for married students	15/09/2016	15/09/2016	130	Nill
Respect for the Third Gender	30/09/2016	30/09/2016	110	Nill
A rally against Early Marriage & Street Play on Women Education	25/01/2017	25/01/2017	100	Nill
International Women's Day	08/03/2017	08/03/2017	1757	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• **The college has solar panels to generate power of 2KWatt**

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Rest Rooms	Yes	Nill
Scribes for examination	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	01/07/2016	15	Outreach Program at Tribal Village	Created awareness about the importance of basic education	10
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
The Code of Conduct for the teaching staff and	16/06/2016	The code of conduct for teaching and Non teaching

the non-teaching staff has been prepared. The Code of Conduct for Students is published in the College Hand Book every year.		staff is disseminated at the time of staff orientation programme. The code of conduct for students is well explained during bridge course and copy of printed Handbook is the given to the students to be followed daily.
The Roles and Functions of all the office bearers of the College: from Secretary of the College to Non-teaching staff and the various Committees of the College.	16/06/2016	The roles and functions of all the office bearers of the College are explained and followed up in their regular activities.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Eco friendly Contest Essay and drawing competitions World Environment Day- Eco club	05/06/2016	05/06/2016	10
[View File](#)			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• A lush green campus with many varieties of trees giving shade and shelter with a breezy atmosphere is one of the highlights of our institution. • The plantation was done in the college premises and facilitated the gardeners of the college for maintaining a better environment inside the college. • Recycled wastewater and used it for irrigation of garden. • Plastic-free campus • Rainwater harvesting • Solar Powered Water heater at the hostel • Conservation of energy through the usage of CFL, led lights.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - 1 1. Title of the practice Gonzaga Student Support Services (GSSS) 2. The context that required the initiation of the practice The College conducts an intense Communicative English Training programme at the beginning of every academic year for the first-year students to adapt with the new environment. It is primarily designed to fulfill the needs of the students coming from the nonEnglish speaking background. It also aims at enhancing the listening, speaking, reading and writing skills of the students. Students aspire to develop integrated communication skills. They are encouraged to understand the significance of mastering the global language and employ it for their career growth. 3. Objectives of the practice To instill confidence and self-motivation To acquire the language skills to be part of the race 4. Practice The Communicative English Training programme was organized by English Literary Association (ELA). The coaching classes were conducted from 23 June 2016 to 2 July 2016 for the fresher. The first-year students were segregated into different groups with 30 students per group. There were two different sessions like audio-visual and grammar activity classes. The sessions typically

focus on improving the listening and speaking skills of the students through conversations, lexical items and English language movies. Students participated actively and made an attempt to interact with the peer team. The faculty members conducted several innovative language games to create interest and tiled the modes to get identified with their standard of language. It is highly beneficial for the students hailing from rural areas and for those who had Tamil as their medium of study. Activities practiced during the sessions include: • Read out loud • Warm up with tongue twisters • Conversation Practice • Story Writing • Grammar exercises • Action songs 5. Obstacles faced if any and strategies adopted to overcome them In spite of meticulous training in English, some of the students were hesitant to communicate in English but they were rather good in other skills like reading, writing and listening. Such students were given extra time and care to cope up with the stream. 6. Impact of the practice There is a significant improvement in the proficiency level of the students in English. The students cultivated the habit of reading general books during their leisure hours. They started to take part in competitions like elocution, essay writing, skit, compose and sing. They also instituted to host various events at college. 7. Resources required • LCD Projector • Language lab • Audio-visual aidsBEST PRACTICE - 1 1. Title of the practice Gonzaga Student Support Services (GSSS) 2. The context that required the initiation of the practice The College conducts an intense Communicative English Training programme at the beginning of every academic year for the first-year students to adapt with the new environment. It is primarily designed to fulfill the needs of the students coming from the nonEnglish speaking background. It also aims at enhancing the listening, speaking, reading and writing skills of the students. Students aspire to develop integrated communication skills. They are encouraged to understand the significance of mastering the global language and employ it for their career growth. 3. Objectives of the practice To instill confidence and self-motivation To acquire the language skills to be part of the race 4. Practice The Communicative English Training programme was organized by English Literary Association (ELA). The coaching classes were conducted from 23 June 2016 to 2 July 2016 for the fresher. The first-year students were segregated into different groups with 30 students per group. There were two different sessions like audio-visual and grammar activity classes. The sessions typically focus on improving the listening and speaking skills of the students through conversations, lexical items and English language movies. Students participated actively and made an attempt to interact with the peer team. The faculty members conducted several innovative language games to create interest and tiled the modes to get identified with their standard of language. It is highly beneficial for the students hailing from rural areas and for those who had Tamil as their medium of study. Activities practiced during the sessions include: • Read out loud • Warm up with tongue twisters • Conversation Practice • Story Writing • Grammar exercises • Action songs 5. Obstacles faced if any and strategies adopted to overcome them In spite of meticulous training in English, some of the students were hesitant to communicate in English but they were rather good in other skills like reading, writing and listening. Such students were given extra time and care to cope up with the stream. 6. Impact of the practice There is a significant improvement in the proficiency level of the students in English. The students cultivated the habit of reading general books during their leisure hours. They started to take part in competitions like elocution, essay writing, skit, compose and sing. They also instituted to host various events at college. 7. Resources required • LCD Projector • Language lab • Audio-visual aids

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://gonzagacollege.edu.in/wp-content/uploads/2021/08/Annexure-6_-BEST-PRACTICE-16-17.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Gonzaga college makes its existence more vibrant by living its' vision, Educate to Empower through various missions given in the mission statements. One of the distinctive areas, wherein the college would focus its attention to promote the vision is empowering rural young women with academic competence, psychological well-being, social responsibility, and life coping skills. • The college is attuned to the special need of first-generation learners and married girls who face multiple problems by providing more students' centric learning atmosphere like ICT enabled teaching and learning through practice. • Support services to the married girls and lactating women students to finish their degree. • Special counseling to the married girl students to face their challenges and excel in education. • Extension service units like NSS, YRC, RRC, ECO CLUB, Women Cell, and AICUF are effectively functioning in the college to foster commitment, concern, compassion, and sensitivity for bringing social equity and to make them conscious of environmental safety. • A cultural event organized by the fine arts club on various themes was an opportunity for the students to showcase their cultural talents with a competitive spirit. • To mould young women as socially responsible citizens they were encouraged to contribute donations at the time of Vardha Cyclone. • Value education and faith formation sessions were organized to inculcate values and practice in personal, professional, and social lives as well. • Awareness campaigns are conducted to reduce the Early Marriage Rate.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

• Establishing multiple facilities for the enhancement of quality learning outcomes (a laboratory for Biochemistry Department and Equipment for M. Phil Research Laboratory) • Orientation programme for both administrative and supportive staff • Staff development programme on every Saturday in the odd semester • Evaluation of the faculty by students in the even semester • Exit poll by the outgoing students • Adding bus facility for the comfortable conveyance of the students from the rural area • Initiatives for the quality enhancement of the staff members • Effective functioning of Student Council • Establishing classroom quality assurance cell