



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	GONZAGA COLLEGE OF ARTS AND SCIENCE FOR WOMEN
Name of the head of the Institution	Dr. E Glitta Sumangali
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04343268678
Mobile no.	9942177913
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		Dr. M Bagyamathi			
Phone no/Alternate Phone no.		04343268577			
Mobile no.		9629858810			
Registered Email		gcwqiqac@gonzagacollege.edu.in			
Alternate Email		gonzagaiqac@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://gonzagacollege.edu.in/wp-content/uploads/2021/08/AQAR-2018-2019.pdf">http://gonzagacollege.edu.in/wp-content/uploads/2021/08/AQAR-2018-2019.pdf</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://gonzagacollege.edu.in/wp-content/uploads/2021/08/Academic-Calendar_19-20.pdf">http://gonzagacollege.edu.in/wp-content/uploads/2021/08/Academic-Calendar_19-20.pdf</a>			
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		

Regular Meeting with IQAC Members	22-May-2019 1	11
<a href="#">View File</a>		

**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	2019 00	0
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**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 :**

6

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)**

• Faculty Development programme was conducted to enhance the communicative skills in English and Advanced Teaching Pedagogy to resonate with research temper and to sharpen thinking ability. • The Departments were encouraged to organize conferences / workshops / guest lectures. • Gonzaga Educative plan was implemented throughout the year to inculcate human values. • Certificate courses were introduced for developing employability skill of all the students. • Civil service coaching classes were started in association with SAI academy. • The feedback from various stakeholders were collected and collated for further deliberations and actions, it includes feedback from Parents, Alumni, Staff and Students. Based on the insights obtained, various requirements of the students on their teaching learning experience are initiated in the college. • Students Satisfactory Survey on teaching and learning was collected from final year students. The data collected are 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	Achievements/Outcomes
FDP 03062019 Communication Skills Enhancing Teaching Learning 10062019 to 14062019 Let our paper get published Characteristics of professional Ethics and General Psychology 7/9/2019 Book Review on all 4th Saturday	Academic faculty development program was conducted at the beginning of the academic year for all the teaching staff to enhance the communicative English, Advanced Teaching Pedagogy, to resonate with research temper and to sharpen thinking ability.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Board of Management	04-Aug-2021

**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

2020

Date of Submission

04-Aug-2020

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description 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. Three modules are available in the system. **Gate Register:** Entry with software driven Barcode Scanners. **Library Management Module (Used by Librarian and Assistance)** that creates a database that incorporates all essential data elements which build the database of titles, checks duplicates and generates the report. **Student Search and Inquiry Module (Used by students 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 can calculate fee and overdue fine 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) is a monthly return filed by the employer every month through employee e sewa Portal. Tally: Tally accounting software used for financial accounting purposes in the institution. It is an easy method for the account. This accounting software aids for standard billing and accounting.

## 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 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 complete the syllabus on time. This academic calendar is made available to the staff and students after the approval of secretary.
- 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 in connection with University curriculum.
- Remedial classes for the below-average students to motivate and coach them towards completing the programme and to improve their academic performance.
- Concurrently, the fast learners are also specially made 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 in 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 lessons, staff work load and time table for the academic year are prepared well in advance in accordance with the guidelines of the Periyar University Credits System and maintained in the Department and Internal Quality Assurance Cell (IQAC).
- The Principal meets the faculty members of each Department to discuss on the matter pertaining to reading materials, lab sources, lab skills, completion of syllabus every semester.
- Feedback is collected from the students on effective delivery of curriculum by staff members.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Word Processing (CWP)	-	03/01/2020	30	Employability	Computing Skills
Certificate in Spreadsheet Excel (CSE)	-	03/01/2020	30	Employability	Computing Skills
Certificate in Building Presentation (CBP)	-	03/01/2020	30	Employability	Computing Skills
Certificate in Adobe Photoshop (CAP)	-	03/01/2020	30	Employability	Computing Skills
Certificate in Movie Making (CMM)	-	03/01/2020	30	Employability	Computing Skills
Wealth out of Waste (WoW)	-	15/08/2019	30	Entrepreneurship	Recycling Old Materials
LaTex	-	01/02/2020	30	Employability	Computing Skills

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NILL	Nil
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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	07/06/2019
BSc	Chemistry	07/06/2019
MSc	Chemistry	07/06/2019
BCom	Computer Applications	07/06/2019
MCom	Commerce	07/06/2019
BCA	Computer Applications	07/06/2019

BSc	Computer Science	07/06/2019
MSc	Computer Science	07/06/2019
BSc	Costume Design and Fashion	07/06/2019
BA	English	07/06/2019
MA	English	07/06/2019
BSc	Mathematics	07/06/2019
MSc	Mathematics	07/06/2019
BSc	Physics	07/06/2019
MSc	Physics	07/06/2019
MPhil	Physics	07/06/2019
BA	Tamil	07/06/2019
MA	Tamil	07/06/2019

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

	Certificate	Diploma Course
Number of Students	1301	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
Coaching for Civil Service Exams	06/02/2020	168
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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	Chemistry	14
MSc	Computer Science	4
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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
Gonzaga College of Arts and Science for Women has been insisting in sustaining quality on the realm of academic and administrative services. As a professional exercise the IQAC initiated the conduct of feedback from various stakeholders.

feedbacks were obtained on the important aspects which include the usefulness of the courses, updation of the syllabus, quality of teachers and various practices of accompaniments. During the year 2019-2020 feedback from 453 alumnae was collected on 8 February 2020 and they responded that the courses were appropriate and relevant for employment and entrepreneurship. They were highly satisfied with the quality of teaching, mentoring facilities and other accompaniments. On the day of parent-teachers meet conducted on 25 January 2020, feedback was collected from parents. 1150 respondents highly appreciated on various aspects of the college and responded proudly that their overall impression of the college was excellent. IQAC collected feedback from students on the academic achievement of the staff which includes preparation and execution of the faculty in the classroom. The feedback was received from 1480 students on 15 March 2020. They wholeheartedly appreciated the mode of teaching and commitment of the faculty. It has been a custom from Gonzaga College to collect feedback from the graduating students on various aspects of the academic and administrative activities to perform a quality check and sustain the quality. The overall impression of 217 graduating students was well to excellent as per the feedback collected on 30 November 2019. IQAC collected feedback from the faculty on curriculum and related aspects, the overall impression of the faculty was excellent. All the 76 faculty members confidently expressed that the course content was relevant and the freedom and opportunity for curriculum management was excellent. IQAC collected feedback from the students on curriculum and related aspects, the overall impression of the students was found excellent. Around 912 students positively expressed that the course content was appropriate and aided them in selecting the programme and its courses. The consolidated feedback report of all stakeholders was shared in the official meeting and also with the Departments by the IQAC Coordinators for further appropriate actions and decision making.

## 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	Bio Chemistry	40	23	23
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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
2019	1219	201	24	3	60

### 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	Number of smart classrooms	E-resources and techniques used



87	87	15	9	Null	7
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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 in the name of 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 was given 16 mentees for mentoring. The mentors meet the mentees according to the schedule given in the college academic calendar. The mentor provides necessary advice to the students regarding choice of electives, projects, etc. Students come up with their personal issues related to their family, health, studies, peer pressures in the college are recorded confidentially and personal assistance is given to them. The students who need psychological counseling are referred to professional counselors. 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 or events are encouraged 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 drop outs were gradually decreased. Majority of the students being first-generation learners the academic progression is facilitated by mentoring system wherein each faculty guide 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 ensuring for such student to safeguard their academic interests without affecting their family life. The mentor maintains mentee record for all six semesters. Students mentoring system helps the students to master the course and excel in career without any professional or personal hindrance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1420	87	1:16

## 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
87	87	Null	31	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
2019	Thiravidaprema P (State level)	Assistant Professor	KurularasuViruthu, Tamil Ilakkiya Kalaimaiyam, Chennai
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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
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				examination
BSc	Bio Chemistry	II Semester/IV Semester/VI Semester 2020	25/09/2020	09/10/2020
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has centralized Exam Cell to conduct examinations. The Exam Cell is headed by exam cell coordinator supported by members of the cell to take care of all activities. The Continuous Internal Evaluation (CIE) is done through Continuous Internal Assessment (CIA) tests. The following reformations are included in this academic year • CIA comprises of Assignments, Projects, Quiz, Seminars through PPT and Viva Voce twice per Semester. • We introduced Objective type questions for 15 Marks as per the University Question paper pattern • Seminars given in class were considered as part of continuous evaluation. • Students were given freedom to choose a topic on their own to write their assignments. Platforms like Google Class Room was used to receive assignments and test papers. • Google forms were used for quick assessment. • Report submission of visits to the Industry, Library and observatory (online and offline) were counted towards internal assessment marking. • The teacher in-charge carefully monitors the regularity of attendance, participation in seminars, and other activities. •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 as scheduled in the Academic calendar.

#### 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 tentative schedule from the University. After the meetings with IQAC, HODs and Coordinators, Examination Committee, Association Organizing President of all Departments and Sports Committee members, Principal draws the academic calendar 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 order 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, 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 in completing the syllabus, Academic calendar seems to the reminder and guidebook 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 inmates of the college. Everyone takes responsibility to adhere and follows as it is written. As per the University norms there is 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
BC01	BSc	BIOCHEMISTRY	22	22	100

[View File](#)

### 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\\_19-20.pdf](http://gonzagacollege.edu.in/wp-content/uploads/2021/08/SSS_19-20.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
Nil	00	NILL	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
Recent Trends in Genetic Molecular Diagnosis in Modern Medicine	Biochemistry	01/10/2019
National Conference on Current innovations and Applications in Chemistry	Chemistry	29/08/2019
New Fangled of Financial Markets	Commerce	18/09/2019
National Conference on Machine Learning and Artificial Intelligence	Computer Science	04/09/2019
National Seminar on Applied Mathematics	Mathematics	27/09/2019
Global Perspectives on English Language and Teaching	English	22/08/2019
Recent Advances in Materials Science and Technology	Physics	04/10/2019
Tamil Ilakiyangalil ariviyal Sindhanaigal	Tamil	20/09/2019

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	Nil	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	NILL	NILL	Nil
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NILL	NILL	NILL

#### 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	Nil

#### 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)
Nil	NILL	Nil	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
Tamil	8
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#### 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
NILL	NILL	NILL	Nil	0	NILL	Nil
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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
NILL	NILL	NILL	Nil	Nil	Nil	NILL
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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/Seminars/Workshops	3	92	6	Nil
Presented papers	1	16	Nil	Nil
Resource persons	Nil	1	Nil	Nil
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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-Celebrating life	District AIDS/HIV Prevention Control Unit,Collectorate,Krishnagiri District	4	200
<a href="#">View File</a>			

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
Different Activities of Rotaract Club	Excellence in all Avenues of Services to the Society	Rotary Club of Maanagar-Krishnagari	1420
Leadership(Staff) Activities of Rotaract Club	Best Coordinator for her Excellence Leadership	Rotary Club of Maanagar-Krishnagari	1
Leadership(Students) Activities of Rotaract Club	Excellence in Leadership	Rotary Club of Maanagar-Krishnagari	5
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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 activities	Number of students participated in such activities
NILL	AICUF	State Council Meet	1	5
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### 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
Training	Project	Jain Tech Soft, 7th Cross-Dominos BTM 2nd Stage, Bangalore.	17/12/2019	03/02/2020	04

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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
SAI Academy	06/02/2020	Civil Service Examination Coaching	168

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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
1500000	861191

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

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### 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 partially)	Version	Year of automation
Modern lib	Fully	2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16471	4270901	1243	323154	17714	4594055

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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	Nil
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#### 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	161	119	1	10	0	10	14	2	8
Added	0	0	0	0	0	0	0	2	0
Total	161	119	1	10	0	10	14	4	8

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS
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##### 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 incurred on maintenance of physical facilities
7000000	5502527	12000000	10368564

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](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	IVDP	80	630100
Financial Support from Other Sources			
a) National	SC/ST/SCC Scholarship Minority	84	388680
b) International	NILL	Nil	0

[View File](#)

#### 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 implementation	Number of students enrolled	Agencies involved
Bridge Course (Communicative English)	07/06/2019	351	Department of English Gonzaga College

[View File](#)

#### 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 passed in the comp. exam	Number of students placed
2019	TNPSC Coaching	164	Nil	Nil	Nil

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#### 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
338	338	10

### 5.2 – Student Progression



### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
WICE	73	20	NILL	Nil	Nil
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	4	B.Sc. Bio-Chemistry	Bio-Chemistry	Govt. Women's College, Krishnagiri	M.Sc. Biochemistry
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### 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
Civil Services	1
No file uploaded.	

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

Activity	Level	Number of Participants
Singing Competition	Local	12
<a href="#">View File</a>		

## 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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Cash Award Rs.10000	Nil	Nil	1	19UCH3517	Poornima N
<a href="#">View File</a>						

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

**Student Council:** Student Council was inaugurated on 25 June 2019 for the welfare of the students to enrich them with leadership qualities. Student Council has representation from all programmes and works under the guidance of the Vice Principal. The Council is active in lending hands for the development of college in organizing programmes, maintaining discipline and set forth an example for the youngsters. The President of the Students' Council would take membership in Antiragging, Discipline, Students Welfare and IQAC committee.

**Functionality:** The Student Council will act as an umbrella body for all the

clubs and committees on campus, ensuring their smooth functioning at each juncture. Apart from being the link between the students and the management, Student Council will be responsible for the brand enhancement of the campus and will constantly strive towards making the experience of the student on campus comfortable and enriching. It will be the responsibility of the Council to ensure that all events, activities and interactions on campus are conducted in a manner acceptable to the culture and norms of the college. The Council will assist all clubs and committees on campus with their functioning and conducting various other activities. Vision: To build up the brand image of our institution on a global scale. Mission: To encourage the academic, professional and personal development of the students individually and as a group, to achieve overall excellence. Objectives: To bridge the gap between the students and the management. To address all grievances and complaints at the first level to ensure the smooth functioning at all levels. To improve the campus experience of the students by ensuring proper maintenance of the infrastructure and other facilities. To assist in all activities on campus to achieve the vision of the Institution. And adhere to the cultural norms of the campus. Events Undertaken from June: Orientation programmes and Seminars for various Departments on campus were Co-ordinated by the council. Volunteers were appointed from amongst our team to direct all activities at the time of events. All programmes were conducted smoothly. Student Council ensured that each club and committee on campus completed their introduction session and conducted the selection procedure for various members from amongst the new batches. The process was carried out efficiently with the Investiture Ceremony. The Student Council supervised all the events held during the year. Ice Breaker for new batches, events planned and executed on the Feast of St. Aloysius Gonzaga, Freshers' Day, Muthamizh Vizha, Teachers' Day, Sports Day, PTA, Graduation Day, Christmas, Gyofest-2020, College Day, and International Women's Day.

#### 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:

250

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumnae meet is conducted on second Saturday of every February to reconnect with the alumnae and celebrate their success and various achievements. Accordingly, the Alumnae Association of Gonzaga College has organized the "Reconnect 2020" on 08.02.2020.

### 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)

To ensure a decentralized governance system, the institution functions in a well-structured and defined manner. • Decentralization is seen as a means to improve the efficiency of education system and the quality of educational services. The various levels of leadership are as follow- Board of Management, Secretary, Principal, Vice Principal, IQAC Members, Heads of the Departments,

Teaching Staff, Non-Teaching Staff, Support Staff, Student Council, Student Representatives, Stakeholders, Alumnae, and various committees jointly empower plan, design, frame, and execute their plans within the frame work of governance. • Faculty member have representation in various committee set up by the Principal (Grievance redressal cell, Anti ragging committee, etc.,) various academic cultural clubs and units functioning in the college. Each club/ unit has a staff coordinator associated with it. Students member are the office bearers of each club/ unit functioning in the college. Academic and cultural clubs and units provide a platform for Students to express themselves and further hone their skills. The admission to the college is done based on the recommendation given by the admission committee that comprising Principal, Vice Principal, and Heads of the Department and representative from the office. • The departments and the faculty function independently and also decide on the student specific activity/ lectures/ workshops and other programme to be implemented once these 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
Curriculum Development	As the institution is affiliated to 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. • The curriculum is enriched by organizing lectures/workshops/ conferences for the benefit of the students. E-resources were used for additional information sharing.
Teaching and Learning	• IQAC set bench marking to use various ICT tools such as PowerPoint Presentations, Animations, Videos and other E-resources to explain 50 percent of the topics in each unit along with conventional black board teaching methods. • Inclusion of field work, group discussion, class level seminars, industrial visit and educational excursion in both Undergraduate and Post graduate levels, and 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 college and interact with the students.
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 learning outcomes.

- Students are evaluated based on tests, 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 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.

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 by providing study leave.
- IQAC orients teachers to develop research proposal writing skills through various programmes Workshops/Seminars/ Conferences 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 for college teachers to present papers and to attend conferences/ seminars/ workshops.

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. • We have ICT enabled class rooms for active and effective learning. English department has a language lab with computers with headsets for language training. • Our college campus is equipped with ecofriendly buildings, classrooms with proper ventilation and light. • Adequate restrooms for staff and students. • Many class rooms are provided with LCD Projectors to assist the innovative teaching methods. • 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 is equipped with modern kitchen equipments and Solar water heater. • Amenity centers such as GNET, GMART, GMINT, GFIT, and Kathambam.

**Human Resource Management**

The College organizes a Faculty Development Programme, Workshops, and Soft skills Training for the development of the teaching and nonteaching 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 and Orientation courses can 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

	<p>aptitude and communication skills for their placement embracing wider societal and ethical developments among students and staff members</p>
Industry Interaction / Collaboration	<p>To broaden the real-life experience students are taken for industrial visits, and later they are placed in various companies, Industry - Institute - Interaction provides a platform for both the students as well as faculty members.</p> <ul style="list-style-type: none"> <li>• These enable students to be aware of the lacunae in their skills and provide an opportunity to upgrade them.</li> <li>• Industrial experts are invited as resource persons for seminars and workshops.</li> <li>• Industrial and cultural visits are formulated for a good relationship between our college and the visited industries.</li> <li>• Practical training for students in industries.</li> <li>• Placement drives are conducted in collaboration with Industries.</li> </ul>
Admission of Students	<p>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.</p> <ul style="list-style-type: none"> <li>• The college has an admission committee that carries admission works based on the admission policy.</li> <li>• No donation whatsoever is to be sought nor accepted at the time of admissions.</li> <li>• Special preference should be given to the rural students and Catholics from rural areas.</li> <li>• The college accommodates Dalits / Orphans / Semi orphans as this is the spirit of the congregation.</li> <li>• Remedial programmes should be arranged for such students and the academically poor right from the beginning of the year.</li> <li>• Adequate financial assistance should be extended to students from economically weaker section. The poor are to be given due concession or even total exemption.</li> <li>• Physically Challenged, Polio Victims, Visually Challenged, etc. who seek admission should be given special consideration.</li> </ul>

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

E-governance area	Details
Planning and Development	<p>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</p>

days with calendar holidays, semester exam date, extension activity date, PG project submission, and 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 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 the college administration correspondences are done through emails individually to all the departments. • The college is connected through the required internet bandwidth. • The biometric attendance system is implemented to staff members 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 the 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 Catalogue facility is also available. N-List of INFLIBNET is subscribed to the library • Classrooms are equipped with ICT tools to meet the needs of the students in an evergrowing tech world • Application for admission is done online.



<b>Examination</b>	<p>Exam Applications of students are processed via online portal prescribed by the university.</p> <ul style="list-style-type: none"> <li>• The examination fee of the students can be transferred to the university through online mode.</li> <li>• Internal marks entry for theory and practical is done through the university portal</li> <li>• Hall tickets can be downloaded online from the university portal.</li> <li>• Semester Examination results are published online by the university.</li> <li>• The result of the students is sent through text messages to the parents by the university</li> </ul>
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### 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 support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mother C. Noel Rani, Secretary Rev. Dr. E. Glitta Sumangali, Principal	FDP	NIL	56400
<a href="#">View File</a>				

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)
2019	Communication Skills Enhancing Teaching Learning	NIL	10/06/2019	14/06/2019	87	Nil
2019	FDP	NIL	03/06/2019	04/06/2019	83	Nil
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



Communication Skill Enhancing Teaching And Learning	87	10/06/2019	14/06/2019	4
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
87	87	51	51

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p><b>Professional Authentication letter for Amma two wheeler scheme.</b></p> <p>i) The Management has provided leave with salary ii) Permission to attend Conferences and seminars (Travel and Registration expenses) iii) The scheme of Employer Provident Fund with the management Contribution, Therefore they are eligible for pension and can avail loans iv) Medical Leave, Extension medical leave for staff, Christmas gathering, salary increment, training to hone LSRW skill permission to leave for higher studying .</p>	<p>i) Training programmes on soft skills ii) Allow to pursue distance education iii) Training for improving computing, communication skills, and office filing system. iv) Staff are encouraged to appear for Group IV Examination for career promotion. v) Loan facility and financial aids for their Children. vi) Leave privileges, Christmas Gathering, Salary increment, and Medical leave</p>	<p>i) Fee concession (College Management), Management Scholarship (Gonzaga Foundation), Free ship, Loan books, Medical Aid on need basis, Exemption from remedial hours to lactating student mother ii) A separate room for lactation, Maternity leave facility</p>

**6.4 – Financial Management and Resource Mobilization**

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

<p>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, counter-signed by the HoD and the Principal. The Internal Finance Audit is regularly conducted by the General Procurator from Pondicherry and assessed the financial status of the institution and to aided their 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.</p>
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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
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NILL	0	NILL
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6.4.3 – Total corpus fund generated

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## 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 Associates - K Nataraja Prabhu, S Malathi, Mr. Sunda	Nil	FSAG Society, 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)

<ul style="list-style-type: none"> <li>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.</li> <li>Every semester, Parent-Teachers Meetings are conducted for all II and III year students.</li> <li>The parents extend their support for all the activities and schemes implemented by the college.</li> <li>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 problem.</li> <li>Parents do give feedback on administrative and academic activities and help enhancing the quality.</li> </ul>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>Computer training is given by Computer Science Faculty as hands on experience in office packages</li> <li>Faculty Development and orientation programmes are conducted regularly with experts</li> <li>Support Staff are encouraged to pursue their higher education</li> <li>Retreats are conducted for the support staff members to refresh their minds and souls.</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>Post Accreditation initiative(s) (mention at least three)</p> <ul style="list-style-type: none"> <li>Implementing E. Governance through ERP</li> <li>Introducing New Programmes: B.Sc. Biochemistry, B.Sc Costume Design and Fashion, and M.Phil. Physics.</li> <li>External Academic and Administrative Audit of the Institute</li> </ul>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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

Nil	Staff Appraisal	16/03/2020	16/03/2020	16/03/2020	87
<a href="#">View File</a>					

## 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
Prevention of early marriage	17/06/2019	17/06/2019	113	Nil
Gender Sensitization	27/08/2019	27/08/2019	2	Nil
An equal world is an enable world	07/03/2020	07/03/2020	1500	100

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
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Any other similar facility	Yes	Nil

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
2020	1	1	15/01/2020	03	Data collection for research work on early marriage in tribal villages at Kollegal.	Early marriage	7

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#### 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 Teaching staff and Non-Teaching staff has been prepared. The Code of Conduct for Students is published in the College Hand Book every year.	07/06/2019	The code of conduct for teaching and Non teaching 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 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 were drawn..	07/06/2019	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
World Ozone Day - Essay, Drawing competition	16/09/2019	16/09/2019	30

[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 breezy atmosphere is one of the highlights of our institution.
- Plantation was done in the college premises and facilitated the gardeners of the college for maintaining better environment inside the college.
- Recycle waste water and used for other purposes include irrigation of garden
- Plastic free campus
- Rain water harvesting
- Solar Power Water heater at 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 - I**

1. Title of the practice: Certificate Course

2. The context that required the initiation of the practice: Certificate Courses in India are available in different streams such as Management, Healthcare, Education, Commerce, Science and Law etc. Certificate courses serve as an additional qualification at the time of employment. In order to well-equip our students, the college provides various certificate courses like MS word, MS Excel, Power point, Photoshop, Movie Making and Type Writing which easily provides job now-a-days. Objectives: ? To impart skills. ? To be competent in critical questioning and analysis. ? To get government jobs through UPSC and Group examinations. ? To develop the students' competency

Practice: The certificate program is offered to the students on a daily basis. Students are offered with various certificate courses such as Type writing and Basics of Computer. Around 179 students were benefitted by this program. At the end of the course,

certificates have been issued to all the students. The quality of the person depends largely on the qualifications and profession of the person. GONZAGA COLLEGE OF ARTS AND SCIENCE FOR WOMEN (Affiliated to Periyar University, Salem)

Evidence of Success: Students are well-versed in documentation using MS-Office.

S.No Year No. of Students Courses Offered 1 I Year 338 MS Word 2 II year 400 MS Excel 3 III Year 389 Power Point 4 II CS 56 Photoshop 5 III CS 80 Movie Making 6 All the Departments 79 Type Writing BEST PRACTICE - II

1. Title of the practice: Coaching Classes for Public Service Examinations

2. The context that required the initiation of the practice: Coaching Classes for Public Service Examinations is an exclusive course created to train the candidates for the recruitments conducted by Tamil Nadu State Govt. and Central Govt. Our college provides this course to the students to develop the job amenities in the forthcoming days.

Objectives: ? To enhance the Students' ability. ? To develop students competitive attitude. ? Individual attention is given to cope up with the competitive exams. ? Empower the students' personality. ? Enable Students to develop knowledge and skills to get Government job through UPSC and TNPSC Group examinations. ? Students achieve their goals by providing professional course and skills training.

Practice: The quality of the person depends largely on the qualification and profession. Hence, the course is provided to the students every day which is greatly remarkable program practiced to get through the TNPSC and UPSC examinations. Nearly 96 students have participated in this course.

Evidence of Success: Students perform well in the mock tests and expected to clear the exams whenever they are called for.

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/Best-Practice-19-20.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 wellbeing, social responsibility and life coping skills.

- The college is attuned to the special need of the first-generation learners and married girls who face multiple problems by providing more student centric learning atmosphere like ICT enabled teaching and learning through practical.
- 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 to 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 to bring social equity and make them conscious of environmental safety.
- Cultural event organized by Fine Arts club on various themes is an occasion for the students to showcase their cultural talents with competitive spirit.
- Value education and faith formation sessions were organized to inculcate values and practice the same in their personal, professional and social lives.
- Eradication of Early Marriage Rate.
- Providing facilities to lactating (mother) students.

Provide the weblink of the institution

[www.gonzagacollege.edu.in](http://www.gonzagacollege.edu.in)

### 8.Future Plans of Actions for Next Academic Year

- Adding ICT facilities for the enhancement of quality learning and outcomes (establishing Smart boards with Wi-Fi facility in the Departments )
- Exercising

E-Governance by installing Enterprise resource planning (ERP) software in the organization. • Orientation programme for both Administrative and Supportive Staff. • Up skilling the faculty for e-teaching and learning. • Faculty evaluation of students -Odd and Even semester. • Exit poll by the outgoing students on curriculum. • Adding Bus facility for the comfortable conveyance of the students to the rural areas. • Initiatives for the quality enhancement of the staff members. • Certificate course for all the students. • Webinars and E-Quiz through Google meet. • Online Classes through Google Platform. • Online TNPSC coaching • Type writing classes. • Effective functioning of Student Council. • Effective functioning of Classroom Quality Assurance Cell. • Conducting competitions through online. • WiFi Campus • G-Suite (institute) application to all faculties and students • Installing camera in the buses