# YEARLY STATUS REPORT - 2020-2021

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1.Name of the Institution** | Providence College for Women, Coonoor |
| • Name of the Head of the institution | Dr.Sheela V.J |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 04232234084 |
| • Mobile no | 9486231604 |
| • Registered e-mail | providencecnr@gmail.com |
| • Alternate e-mail | providencecty@gmail.com |
| • Address | Springfield |
| • City/Town | Coonoor |
| • State/UT | Tamilnadu |
| • Pin Code | 643104 |
| **2.Institutional status** | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Women |
| • Location | Rural |

| | | |
|---|---|---|
| • Financial Status | **Grants-in aid** | |
| • Name of the Affiliating University | **Bharathiar University** | |
| • Name of the IQAC Coordinator | **Dr. Amudha R.** | |
| • Phone No. | **04232234084** | |
| • Alternate phone No. | **04232231604** | |
| • Mobile | **9842399569** | |
| • IQAC e-mail address | **iqacpcw21@gmail.com** | |
| • Alternate Email address | **subramaniamudha905@gmail.com** | |
| **3.Website address (Web link of the AQAR (Previous Academic Year)** | https://providencecnr.org/aqar/#1610427841081-981e057b-2e00 | |
| **4.Whether Academic Calendar prepared during the year?** | **Yes** | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://providencecnr.org/calender/#1630646186933-7a3fd2a0-155f | |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **B+** | **79.0** | **2004** | **03/05/2004** | **02/05/2009** |
| **Cycle 2** | **B** | **2.92** | **2010** | **28/03/2010** | **27/03/2015** |
| **Cycle 3** | **A** | **3.15** | **2016** | **29/03/2016** | **28/03/2021** |

| | |
|---|---|
| **6.Date of Establishment of IQAC** | **08/07/2004** |

**7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| **Economics** | **Major project** | **ICSSR** | **2020(730)** | **780000** |

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

| | | |
|---|---|---|
| • Upload latest notification of formation of IQAC | View File | |
| **9.No. of IQAC meetings held during the year** | 3 | |
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| **10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** | No | |
| • If yes, mention the amount | | |

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

Online orientation for students and parents

Internal Academic Audit, Green Audit, Energy Audit, Eco Audit and Hygiene Audit

NIRF, AIIRA and AISHE Ranking

Submission of Annual Quality Assurance Report for 2019-20 and SSR for the period 2015 to 2020 to NAAC

Autonomous Status has been attained

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

| Plan of Action | Achievements/Outcomes |
|---|---|
| Applied for Autonomous status | Attainment of Autonomy |
| prepared the campus for Green Audit, Energy Audit, Eco Audit and Hygiene Audit | Received the certificate for the completion of the audit. |

| | | |
|---|---|---|
| **13.Whether the AQAR was placed before statutory body?** | Yes | |

- Name of the statutory body

| Name | Date of meeting(s) |
|---|---|
| **Managment** | **19/01/2022** |

**14.Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|---|---|
| **2020-2021** | **15/02/2022** |

# Extended Profile

## 1.Programme

| 1.1 Number of courses offered by the institution across all programs during the year | **363** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

## 2.Student

| 2.1 Number of students during the year | **974** |
|---|---|

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

| 2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **974** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

| 2.3 Number of outgoing/ final year students during the year | **334** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

## 3.Academic

| 3.1<br><br>Number of full time teachers during the year | **66** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 3.2<br><br>Number of sanctioned posts during the year | **66** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

## 4.Institution

| 4.1<br><br>Total number of Classrooms and Seminar halls | **37** |
|---|---|
| 4.2<br><br>Total expenditure excluding salary during the year (INR in lakhs) | **77.22875** |
| 4.3<br><br>Total number of computers on campus for academic purposes | **161** |

# Part B

## CURRICULAR ASPECTS

## 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

**The institution has the mechanism to plan for a well-planned curriculum delivery and documentation. Curriculum is informed by the university to the college through regular circulars and the university website. The department designs a time-table that distributes subject classes and practical classes in a manner that**

makes teaching efficient.

Every department holds monthly meetings to assess access to the covered curriculum and discuss the difficulties that students and teachers may be subjected to in the classes. Special attention is given to cater to the needs of both the slow and advanced learners.

During lockdown, a workshop on "Practice of ICT" was organized for the faculty members. The faculty members are available to the students through different digital modes like Zoom cloud applications, Google Meet and Google Hangouts for the classes. Audio lectures are also sent to students who don't have high-speed internet connectivity.

Teachers also exploit the E-Context, data from INFLIBNET website, and the ICT initiatives by the MHRD for the benefit of the students. The institution also encourages industrial projects and placement training to equip students to be corporate-trained. Students are given the choice to enhance their understanding with the aid of MOOCs and SWAYAM via NPTEL.

| File Description | Documents |
| --- | --- |
| Upload relevant supporting document | [View File]() |
| Link for Additional information | https://providencecnr.org/time-table/ |

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

The institution appraises an academic calendar for all the programs before the commencement of each semester. The academic calendar helps every faculty to plan their respective course delivery, research work, academic activities, and co-curricular activities sine it consists the first and the last day of the semester, students' revels, internal assessments, and the end semester examinations. The college calendar of events includes the total number of working days, holidays, and important institutional activities.

The academic activities, CIE, and all other activities are conducted in adherence to the calendar of events except the government programs. The college follows the university and government norms and stipulations for conducting continuous internal assessments. Continuous Internal Evaluation (CIE) is meticulously done with an

apposite scheduling. The course tutors prepare IA question papers based on the revised syllabus. The internal assessment test timetable is conducted as per the schedule prepared by the exam committee and the students are kept informed about the same. The Principal, through diverse meetings with the departments, persistently reviews the semester's progress and endow with pertinent propositions. Continuous evaluation and assessments are also done for all practical courses, project works, and seminars.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://providencecnr.org/calender/ |

**1.1.3 - Teachers of the Institution participate in** A. All of the above **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University**

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

7

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

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

**3**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

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

**182**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

**1.3 - Curriculum Enrichment**

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

**To integrate cross-cutting issues such as gender, environment and sustainability, human values, and professional ethics, the institution has incorporated various types of courses into the curriculum, some of which focus on professional competencies while others aim to inculcate general competencies. Environmental Studies and Human Rights are mandatory courses in all**

undergraduateprogrammesto promote value-based education that ambition on personal fulfillment and professional achievement of the scholars. All the programs make Professional Ethics an integral part of their core curriculum which is activity-based methodology with scope for interaction and assessment.

The college also mandates the students to enroll as volunteers in any one of the co-curricular activities offered by the institution namely NSS/NCC/Sports to enhance their social responsibility. It aims at inculcating values, ethics, and socially responsible qualities. Students organize street plays, awareness campaigns, debates, etc.

Professional and Communicative English are compulsory for all undergraduate programmes. The curriculum adopts the conventional four pronged approach to instill interest to develop the LSRW (Listening, Speaking, Reading and Writing) skills with the aid of cutting-edge technology. Life values imparted via a broad spectrum of genres to groom students in language proficiency, life skills, and employability skills along with personal enrichment and professional development.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

8

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

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

**130**

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

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**C. Any 2 of the above**

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://providencecnr.org/feedback/ |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | **No File Uploaded** |
| Any additional information | View File |

**1.4.2 - Feedback process of the Institution may**    **A. Feedback collected, analyzed**

**be classified as follows**                              **and action taken and feedback available on website**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | https://providencecnr.org/feedback/#16396285 21988-8d6ebb57-69a1 |

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

### 2.1.1 - Enrolment Number Number of students admitted during the year

### 2.1.1.1 - Number of students admitted during the year

**369**

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

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

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

**0**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**The institution is pledged in creating an environment to nurture students from different milieus. The faculty and staff work towards furnishing learning opportunities through academic, co-curricular**

and extra-curricular activities. Slow learners are recognized through their performance in various internal assessments. The teaching – learning process is thereby made resolute.

**Measures taken for improving academic performance of slow learners**

- Staff - student ratio is appropriate to pay personal attention to the students.
- Remedial / extra classes are conducted with a pertinent focus on the concerned subject.
- Academic counseling is done by concerned subject teacher.
- The mentors take responsibility for the personal and emotional stability of the students.
- Students study groups are formed for peer-to-peer learning.

**Special Program for advanced learners**

- The advanced learners are given the liability to organize various association activities which would be inter – department and inter – collegiate.
- Students are made to be the directors and members of varies committees like Cultural committee, Peace club, Eco club and Outreach program.
- Active participation in attending and presenting research papers in seminars, conferences and workshops on and off the campus is encouraged.

Advanced learners prove their ability in teaching and facilitating the slow learners.

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

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

| Number of Students | Number of Teachers |
|---|---|
| 974 | 66 |

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |

## 2.3 - Teaching- Learning Process

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

Our institution provides an effective platform for students to develop latest skills, knowledge, attitude, values to mould their self. All departments take the responsibility to conduct innovative programs which would stimulate the creative ability of every student participant, their leadership quality is enhanced through team work, and the students prove responsible to nurture their problem-solving skills and ensure participative learning. Thereby the student centric methods that are inculcated in the institution and the department provide the students with a concrete platform to build up the capacity and the character to carry on all along their life journey. Faculty members make efforts in making the learning activity more interactive by adopting the various methods such as using ICT tools, field trips, industrial visit, experimental methods, projects, seminars, etc.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | Nil |

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

To meet the global needs and demands, the teaching methodology does not end with the class room teaching but is also enhanced with the essential modern technology by the way of using Information and Communication Technology (ICT). The teachers combine modern technology with the traditional mode of instruction to engage students in long-term learning.

The following ICT tools are used by the Institution:

- Both the college auditorium and the seminar hall is equipped with LCD projector.
- Smart boards are available in few classes and in the seminar hall.
- Each department is equipped with the following facilities:
    - LCD projector
    - Lap-top
    - Desktop computer / Scanner / Projector

- ○ **Camera**
- ○ **Computer labs can be accessed by the students for project and research purpose.**
- ○ **Access to digital library with internet facility is available.**
- ○ **Browsing center and photo copying facility is available in the campus.**

**Online Classes are conducted using ICT tools such as Google Meet, Google Classroom, Jamboard, Zoom and Cisco Webex.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

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

### 2.3.3.1 - Number of mentors

**66**

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

### 2.4 - Teacher Profile and Quality

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

**66**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | **No File Uploaded** |
| List of the faculty members authenticated by the Head of HEI | **No File Uploaded** |

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

**38**

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

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

**2.4.3.1 - Total experience of full-time teachers**

**557**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Evaluation is an integral part of teaching-learning process and is followed according to theUniversity norms:**

**1. Best out of two internals for 10 marks**

**2. Model Examinations for 10 marks**

**3. Assignments and seminars for 5 Marks**

**The schedule for the internal assessments and model examinations are mentioned in the college academic calendar. Since the classes were online during 2020-2021 due to lockdown, the internal assessments were conducted through various methods such as multiple choice questions, assignments, powerpoint presentations, oral questioning and descriptive questions and answers through Google forms and classrooms. The Project viva-voce examination is conducted in the presence of the external examiners and the marks are awarded based on the content and methodology. The function of examination committee is to collect the question papers from the concerned staff, preparation of time table and allotment of invigilation to the teaching faculty. The assessment of the answer scripts are evaluated by the concerned staff. The answer scripts are returned to the students after evaluation and guidance is given for better performance in forthcoming tests and University Examinations. The marks are entered instudent profile. The performance of the students is discussed with the parents during the parent-teacher meet.**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Link for additional information | **Nil** |

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

**The examination committee with the approval of the Principal executes its internal tests and model examination in a meticulous manner without letting any malpractice to take place. Members from the teaching staff are deputed for internal assessment supervision for the smooth conduct of examinations. The evaluation of the answer scripts are done by the concerned subject staff and for the purpose of transparency in the valuation the answer scripts are given back to the students which would help each student to be aware of their performances and results. If there are any genuine corrections to be made in the valued papers, it is rectified by the concerned staff. The students are given the liberty to approach the "Student Grievance Redressal Cell", in case of dissatisfaction. The staff-in-charge of the class will monitor the progress of the students in the**

subject from the internal tests, model and semester examinations. The student profile booklet is maintained by the class-in-charge in order to monitor the academic performance of the student. A parent-teacher meet is organized and the students' performances are made known to the parents. There is provision for re-valuation of answer script for the semester examination conducted by the College and University.

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

## 2.6 - Student Performance and Learning Outcomes

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

Learning outcomes form an integral part of College education. The institution follows the program and course outcomes introduced by the University for all programmes. The outcomes include acquiring knowledge, values, personality development, creative and critical thinking, problem solving methods, life skills, communication and social skills. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students: The prescribed syllabi along with the learning outcomes of the programmes and courses are uploaded in the University website for reference. Hard copy of the syllabi is available in the department for immediate reference by the teachers and students. The IQAC and Principal communicate the importance of the learning outcomes to the teachers during meetings. The learning objectives are intimated through various other means such as orientation progammes for the fresher along with their parents and by the concerned staff in the class room. Faculty of every department interact with the students about the outcome of the programme. The outcome of the courses is informed to the students by the concerned teacher who handles the course.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

The method of measuring the level of attainment of POs, PSOs and COs is based on the performance of students in internal assessment and Semester Examination.

Regarding evaluation in both UG and PG programmes , 25% is contributed by internal assessment and 75% by Semester Examinations. For UG theory subjects, internal assessments consist of best out of two internal tests, model examination and assignment and for PG it consists of best out of two internal tests, model examination, assignment and seminar. For practical subjects, the internal assessments consist of laboratory performance, record and model practical examination. Project papers are included in the final semester of PG programmes and viva voce is conducted.

The marks are entered in the student profile booklet which is a complete record of the student and is communicated to the parents during Parents Teachers Meetings. Result analysis of the courses done by the students is evaluated in accordance with the total marks secured in the University Examinations. The analysis of the programme outcome is based on the average marks secured by the students of the department. The major outcome is the results of all the departments with students getting distinction, first class and University ranks regularly.

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

## 2.6.3 - Pass percentage of Students during the year

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

**323**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | [View File](#) |
| Upload any additional information | **No File Uploaded** |
| Paste link for the annual report | **Nil** |

## 2.7 - Student Satisfaction Survey

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

https://providencecnr.org/wp-content/uploads/2021/12/Student-Satisfactory-Survey.pdf

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | **No File Uploaded** |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

**14**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Institutional data in prescribed format | [View File](#) |

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

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

1

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | [View File](#) |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | [View File](#) |
| Paste link to funding agency website | [https://icssr.org/](https://icssr.org/) |

## 3.2 - Innovation Ecosystem

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

**Research promotions**

**The institution facilitates research activities and creates a research culture within the institute by inspiring the faculty to pursue research. All necessary infrastructural amenities are provided to promote research activity on the campus. Research is endorsed at department levels through curriculum-based undergraduate and postgraduate research projects and internship projects. The teachers, research scholars, and students are encouraged to participate and present papers in Conferences/ Seminars/workshops/webinars/ FDPs organized by other institutions which expedite to fathom the contemporary research scenario and get acquainted with their peers to keep abreast of the research activity.The staff community is encouraged to apply for funding projects in various funding agencies.**

**Institution's Innovation Council (IIC)**

Through Institution's Innovation Council, motivational sessions and entrepreneurship - related activities were conducted periodically to create a vibrant innovation ecosystem. This council organizes seminars, workshops, and interactions with entrepreneurs, investors, professionals and creates a mentor pool for student innovators and the following topics were discussed to enrich the knowledge of the students:

- Exhale Negativity Inhale Positivity.
- Innovation in inventing new things
- Entrepreneurship and Innovation as Career Opportunity
- Business model canvas

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [https://providencecnr.org/mhrd-iic/]() |

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

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

4

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

## 3.3 - Research Publications and Awards

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

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

15

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | https://providencecnr.org/m-phil-ph-d/ |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

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

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

**7**

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

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

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

**2**

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

**3.4 - Extension Activities**

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

**This institution involved in the followingextension activities .**

**Quarantine center**

Our institution was the quarantine center during July 2020. The requirements of the quarantined people were taken care of by the institution.

**Providence Outreach Centre (POC)**

The ulterior motive of the outreach center was to contribute to the social welfare of the local community. The POC took care to distributed masks to pregnant ladies, disseminated health mix, clothes, and food to people in nearby tribal villages and gave food to the front line workers

**National Service Scheme (NSS)**

The vital rationale of the NSS unit is to mold the students as socially responsible citizens. The unit has rendered its services to the community in different possible ways such as,

- Awareness program on Environment and Yoga Day
- Covid 19 awareness was made through a video which went viral through social media
- Assisting the health department during the Polio Camp

**National cadet Corps (NCC)**

The social concern of the NCC cadets are:

- Street Play on Cancer Awareness,
- Swatch Bharat Street Play on Efficient Disposal of Crackers
- Swatch Bharat Auto rickshaw Rally on Sanitation and Hygiene Precautions – Covid 19
- Fit India Freedom Run - World Suicide Prevention Day.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/ncc/#1611307355296-3dbbe0c6-de05 |
| Upload any additional information | View File |

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

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

**5**

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

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

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

**19**

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

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

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

**350**

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

## 3.5 - Collaboration

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

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

| File Description | Documents |
|---|---|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | No File Uploaded |

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

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

**12**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

## INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 - Physical Facilities

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

**The Institution has adequate facilities for effective teaching – learning process.**

- **The total area of the college is 11 acres.**
- **There are 24 building, 35 class rooms, 5 Science, 1 language and 2 computer laboratories.**

**The faculty and students to enhance the teaching- learning process use the available facilities such as classrooms, laboratories, furniture, boards, smart boards, LCD screen – projectors, laptops, and computers. The computer laboratories are enabled with lease line and fibre net connection with Wi-Fi facilities. For the academic and research needs the above-mentioned facilities are of much help. The government and non-government bodies avail these facilities for various departmental examinations, medical camps and training for self-help groups, job fair, on campus.**

**Five science laboratories, a language lab and two computer laboratories fulfil the adequate requirements. The laboratories are facilitated with the required modules to ameliorate the academic progress.**

**The library is automated with Integrated Library Management System (ILMS). There are 41087 books. The Library has subscribed for regular newspapers, periodicals and current journals at National and International level. The Library has sufficient books for competitive examination like NET, SLET, IAS, TNPSC and bank examination.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://providencecnr.org/4-1-3-classrooms-and-seminar-halls-with-ict-enabled-facilities/ |

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

The institution is well equipped with the needed essentials in the field of sports. The sports department give equal importance to both indoor and outdoor games by strictly adhering to the norms and rules of the sports authority. Organising quality tournaments and sports events and students participation in different level tournaments are encouraged widely. Student players in football, hockey, tennis, kho-kho, ball badminton, throw ball, handball, snooker, billiards, boxingand volleyball are provided with a genteel and meticulous coaching. Table tennis, chess, shuttlecock and carom are the highlighted sports, which bring (laurel) special acclaim to the institution.

The institution is proud with students' participation in marathon, sports at District, State, and University levels. The up gradation of the sports and games facilities is consistently done. The students are encouraged to participate in University and state level competitions and in extracurricular activities. Orientation for better concentration and stress management is also conducted.

A well-equipped and fully furnished fitness centre is made available. The Auditorium is used for the Yoga classes, cultural and events inter-departmental and inter-college accomplishments. Seminars, workshops and viva-voce examinations are conducted in the seminar hall.

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | https://providencecnr.org/infrastructure/#internet-facilities |

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

12

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://providencecnr.org/4-1-3-classrooms-and-seminar-halls-with-ict-enabled-facilities/ |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

**77.22875**

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

## 4.2 - Library as a Learning Resource

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

**The Library plays an important role as the centre for knowledge and information. The Library has a large collection of books, journals, non-book material in the discipline of Arts, Science and commerce. At present the library has in its stack about 41087 books, back volumes and subscribes for 10 newspapers, 26 periodicals and 31 current journals at National and International level as print copy to cover a wide variety of subjects.**

**There is an issue and return counter, in the entrance of the library with e-gate register and the online public access catalogue system (OPAC). E-Resources of INFLIBNET-NLIST, NDLI & OPAC and other aids for quick accession are being used. Reference section has books**

bought through minor and major research project along with back volumes, Journals, dictionaries, M. Phil & Ph.D. thesis and encyclopaedia.

Library has books for competitive exams like UPSC, Bank examination, Railway recruitment, TNPSC, TANSET, SLET, NET, TRB, TET Quiz etc. It is also enriched with general knowledge books and Autobiography books. CDs are available for various subjects for Reference

Sl.No.

Year

ILMS

Nature of Automation fully / Partially

Version

Year of Automation

1.

2020 - 2021

MODERN LIB

Fully

2018

2018

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | https://providencecnr.org/library/ |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**    C. Any 2 of the above

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

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

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

**0.86033**

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**70**

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

**4.3 - IT Infrastructure**

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

**Computer facility**

**The institution has 161 computers with duel core, Pentium IV and i3 processors. Departments are facilitated with a laptop, desktop computer, printer and a scanner. Students are given best education**

in the field of computer science. For every computer related courses the computer - student ratio is 1:5.For students 104 computers and 15 computers for the research scholars are available along with 8 computers in the College Library with internet facility.

Internet facility

Internet plays a pivotal role in the current scenario, the facility of LAN, which connects all the systems through internet, is available. BSNL lease line connection with speed of 16 Mbps and FTTH (Fibreto the Premises) connections with speed 100 Mbps are available. The campus is enabled with Wi-Fi connection.

The servers and computersare updated with advanced versions and open-source software to inculcate knowledge to our students. Open-source software with operating systems such as Ubuntu, Red-hat Linux etc., is used and as a common software matlab, adobe, netbeans, R lab etc., are installed and used.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://providencecnr.org/infrastructure/#internet-facilities |

### 4.3.2 - Number of Computers

161

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| List of Computers | [View File](#) |

### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

## 4.4 - Maintenance of Campus Infrastructure

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

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

**77.22875**

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

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

**The management takes effort to provide and maintain the best academic and support facilities. The amenities are serviced periodically the better utilisation of the available facilities are ensured.**

**Laboratory**

**Well established mechanism is followed for the maintenance of the laboratories. Regular maintenance and service is done in all the laboratories. Laboratories are maintained by lab technicians under the guidance of respective department heads/faculty in-charge. System administrators working under the supervision of HoDs maintain all computer labs, software and servicing and obtaining of systems on regular basis.**

**Library**

The library of the Institution is stacked with thousands of books and periodicals, magazines, journals both national and international have been arranged neatly. E-Resources of INFLIBNET-NLIST, NDLI & OPAC and other aids for quick accession are implemented.

Physical Education, Auditorium and Seminar Hall

The Physical Director maintains the sports equipment and gymnasium with the help of support staff. The facilities in the Auditorium and the Seminar Hall are maintained by the support staff. The playground, indoor stadium, auditorium and seminar hall are made use of by the students and the local public.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

**320**

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the**

**institution / non- government agencies during the year**

**23**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**D. 1 of the above**

| File Description | Documents |
|---|---|
| Link to Institutional website | **Nil** |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

**19**

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

**19**

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

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

**A. All of the above**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

### 5.2.1.1 - Number of outgoing students placed during the year

**35**

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

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

### 5.2.2.1 - Number of outgoing student progression to higher education

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | [View File](#) |
| Any additional information | **No File Uploaded** |
| Details of student progression to higher education | [View File](#) |

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

| File Description | Documents |
|---|---|
| Upload supporting data for the same | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | **No File Uploaded** |

**5.3 - Student Participation and Activities**

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

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

5

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

**Our esteemed institution believes that students should not be viewed only as receptors/holders of knowledge but they should also be involved in sharing their innate skills and talents in creating new methods of learning in academics as well as in the governance of the college. College Student Council election is conducted every year and the elected members are the student representatives for the IQAC. The rest of the electoral candidates are assigned as the directors of various committees. The Sports Secretary of the college is elected by the sports students. Every department elects their own association president and secretary from among their own students. This facilitates students to have a leadership role. Similarly, a class representative and an assistant from each class are elected by the class to represent the class in all student related matters. The student council is also a part of the student grievance redress cell wherein students express their grievances to the grievance cell. The council plays a proactive role in resolving the general disciplinary issues among students. The College further provides students with high quality, well-structured out-of-class learning opportunities opening avenues through various activities. Co-curricular opportunities are an integral part of every student's holistic development.**

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

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution**

**participated during the year (organized by the institution/other institutions)**

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

**26**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

**5.4 - Alumni Engagement**

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

A Registered Alumni Association allows the Institution to benefit from the skills and experiences of our graduates through their participation and support channeled to our students and to the Institution financially and otherwise. Talented and successful alumni are likely to have a wealth of experience and knowledge to share with the current students. The College takes pride in recruiting qualified and meritorious alumni as faculty members. The association holds an annual general-body meeting every year, an initiative taken to stay in touch with our alumni and to ensure a strong lifelong relationship. Non-monetary contribution through alumni representation in various committees like the IQAC, the Governing Council and such contribute to the overall development of the college and their valuable time and involvement help improve the pedagogical outcome. The alumni plays an active role in mentoring students in their areas of expertise by organizing guest lectures, orientation programmes, workshops etc. They visit the college to give guest lectures and career guidance. The alumni also help in identifying placements and internship opportunities for present students in the organizations where they work. The alumni association conducted a virtual "prominent alumni recognition ceremony 2020" in August 2020 to celebrate and honor the individual achievements of awardees.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/newsletter-alumni-2/ |
| Upload any additional information | View File |

## 5.4.2 - Alumni contribution during the year (INR in Lakhs)

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

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

The college is run by the Nilgiris St. Joseph's Sisters Society, and is under the administration of the Sisters of St. Joseph of Tarbes: Provincial of the Mysore Province, Secretary and the Principal. The Board meets two times a year and finalizes the strategic plan that focus upon infrastructural development, enhancement of quality in teaching-learning process, promotion of research and healthy practices to be implemented in the college. The organizational setup is well designed to build leadership by entrusting key positions and responsibilities at various levels to facilitate the smooth functioning of the activities conducted by the institution. The IQAC Coordinator, Head of the Departments, Governing Council, Staff representatives, Parent representatives, Well wishers and Alumni are involved with decision making at the primary level. Periodical meetings of the constituted committees are held to plan, execute, monitor and evaluate the activities of the academic year. The student council is also included in important decisions and activities of the college, and views of parents and employers are taken into account in arriving academic decisions and in the other college activities. Opinions, Suggestion and Feedback from the staff members, Alumni, Parents and teachers are motivated in all aspects of administration and academics.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/vision-and-mission/ |
| Upload any additional information | View File |

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

**The institution practices decentralization in all aspects in order to strengthen and build the participative management. The Institution is aware that a green campus is essential for a healthy and peaceful teaching – learning atmosphere. Enormous efforts are made by the institution to create a clean, green atmosphere and also to sensitize the student community on environmental protection and sustainability.**

**The IQAC in coordination with the management and the Eco Green Club of the institution decided to go for Green Audit since it is a progression of efficient recognition, quantification and recording of components of the environment. The process has been decentralized to Eco Green Club of the college. During lockdown the campus maintenance was decentralized to the non teaching staff body. Decentralization improves the level of job satisfaction and team spirit.**

**Four teams were formed for the grounding of Environmental audit, Green audit, Energy audit and Hygiene audit. The proficient endeavors of the team made the action plan efficient. Green audit was done by a team of eight members from Nature Science Foundation, Coimbatore. The results indicated that the environmental initiatives are substantial and the conservation is appreciable. The audit was successfully completed and the certificates were provided.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/green-audit/ |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

During the past five decades the college has grown tremendously in all arenas. To protract the same standard, it is found essential to execute effective strategies.

Autonomy status was granted from the year 2021-2022. Attaining this status was a strategic plan since long time. The management had a clear notion that the full involvement of teachers in the entire process of autonomy is imperative. After conducting several meetings, a concise resolution was taken to proceed with autonomy procedures with the consent of the teaching fraternity.

Following are the strategic plans:

- Excelling in Teaching - Learning Process.
- Staff Orientations are conducted to enhance the skill and knowledge of the faculty.
- Utilizing innovative teaching tools like ICT and new pedagogies that would engage students more effectively.
- Faculty members are encouraged to accomplish research publications, projects, patents, etc.
- Management systems and administrative machinery were reframed for a better competence.
- The Parent Teachers association and the Alumni association were strengthened with new initiatives.
- Need based specialized courses and value-oriented courses are introduced.

- Staff Orientation Programmes are conducted to enhance the skill and knowledge of the teaching and non-teaching staff.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | https://providencecnr.org/autonomous/ |
| Upload any additional information | View File |

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

Governing Body:

The Office Bearers of Governing Body are Provincial, Secretary, and Management representative. The principal is an ex-officio member,

while there is a Staff Representative, a Non-Teaching Staff Representative, a Parent representative, a Legal Advisor and a Well Wisher and Alumni.

Administrative Set Up:

The Secretary and the Principal form the nucleus of the administration with the former being the final authority in all financial matters. The Principal provides strategic directions and is authorized with the day-to-day running of the college. She has her team of Departmental Heads, the IQAC Coordinator, the Staff Secretary and Treasurer and the Assistant to assist her in the discharge of this work.

Service rules and procedures are guided by the State Government of Tamil Nadu, the Constitution of the college and the rules of the State Government is amended from time to time in this regard.

The College issues advertisement for recruiting staff members. The recruitment rules are as per the Tamil Nadu State government along with the eligibility criteria prescribed by the UGC; that for the non-teaching staff is as per Tamil Nadu State Government norms. The promotion policies are in accordance with the TN Government and Bharathiar University.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | https://providencecnr.org/governance/ |
| Upload any additional information | View File |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | No File Uploaded |
| Screen shots of user inter faces | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | No File Uploaded |

## 6.3 - Faculty Empowerment Strategies

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

The institution provides satisfactory welfare measures. The generous fringe benefits are the key factor for the effective functioning of the institution.

Existing welfare measures for teaching and non-teaching staff

- Employee Provident Fund and Service Gratuity are implemented for the Self - financing teaching and non-teaching staff.
- Medical leave for ten days are allowed for self financing staff who have completed 2 years of service and which can be accumulated and 1 religious holiday per year.
- Festival advance and salary advance to the staff members in need.
- Internet and free Wi-Fi facilities are also available in campus for staff.
- The support staff is provided with sarees, warm clothes, shoes, aprons and interest free loan as a support for their needs.
- For the purpose of recreation yearly picnics, Teachers Day celebration, and Christmas celebration are organized for teaching and non-teaching staff.

Schemes for Carrier progression

- On duty facilities for attending conferences, faculty development programme, seminars and workshops for professional and research enhancements and for staff who engages themselves as an External Examiner and University representative.
- Staff are motivated and granted permissions to pursue their higher studies.

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

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

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

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | **No File Uploaded** |

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

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

1

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | **No File Uploaded** |
| Reports of Academic Staff College or similar centers | **No File Uploaded** |
| Upload any additional information | [View File](#) |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | [View File](#) |

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

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

**10**

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

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

**PERFORMANCE APPRAISAL PROCESS**

**The teaching and non-teaching staff play a significant role in the success of the educational institution. The professional progress of the staff is entrusted by the performance appraisal tool. It is used to measure the productivity of academic employees in different contexts and the objectives are to help them to identify the ways of improving their attitude, skill and subject expertise and to identify and strengthen their potentialfor professional development and career planning. It would be utilized as a tool to facilitate the efficiency and effectiveness of the teaching-learning process in the institution.**

**The process of faculty appraisal:**

**The process of appraisal would be scheduled towards the end of the academic year.The process of appraisal comprises of two parts: Self-appraisal format to be filled by every faculty and Student Feedback.**

**The administrative staff are evaluated based on the administrative capability, resourcefulness,ability,integration, inter-personal relation with students, colleagues and authorities, coordination and**

character.

Finally, remark on the appraisal andassessment is done by the principal confidentially. The analysis would provide a pathway for the institution to take necessary measures to incentivize or bring in supportive processes to enhance the performance of the faculty.

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

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a systematic financial management system. The effective utilization of the financial resources is audited by the proper auditing mechanism.

External Audit is conducted by:

(a) Accountant General, Chennai and Joint Director of Collegiate Education, Coimbatore. Audit till the year 2016- 2017 is completed and replies have to be submitted to their satisfaction.

(b) Internal Audit: Internal Audit is conducted by Mark D'Souza & Co. every year. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limit. The audit statement is duly signed by the authorities of the management and chartered accountant.

(c)Rajagopalan& Co. audits the UGC, NSS, NCC accounts. The Utilization Certificates of funding agencies are countersigned by the Charted Accountant and Principal and submitted to the concerned authorities.

Cashbooks, receipts, bills and vouchers are maintained. All these

**mechanisms exhibit the transparency being maintained in financial matters and to adhere financial discipline in all levels. Tally ERP software is used for the accounts related functions for reliability.**

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

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

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

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

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

**The college has a well-functioning mechanism for mobilization of funds and optimum utilization of resources. Being a grant-in-aid College the salary of the staff is sanctioned by UGC and the State government. Funds received from State government are spent on payment of salary of Aided teaching and non-teaching staff of the college.**

**Fee received from the students are spent on payment of Self-financing staff salary and other expenses. Funds are allocated for social service activities through NSS and NCC. Fund is also received from the Philanthropists and individuals and The Nilgiris St. Joseph's Sisters Society.**

**Principal and the Accounts Officers prepare the college budget. Budget is utilized to meet the operational and administrative expenses. The intervention of the management is sought in case the**

expenditure exceeds the budget. Sponsorships are sought from individuals.

Optimum utilization:

- Adequate funds are allocated for effective teaching-learning practices.
- Effective utilization of infrastructure is ensured through the appointment of well-qualified lab assistants and system administrators.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular / extra-curricular activities and sports activities.

- The college infrastructure is utilized as an examination center for Government examinations / University Examinations.

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

## 6.5 - Internal Quality Assurance System

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

IQAC plays a decisive role in the enhancement of quality of the institution by assessing the quality parameters.

Enrichment of Information and Communication Technology (ICT):

The use of ICT tools has become an integral part in teaching - learning process. ICT gives learners an immediate access to more affluent source materials and thus it is more dynamic and interactive. IQAC encourages teachers to utilize these tools in teaching.

- Training was given to teaching faculty for using various platforms such as Google meet, G Suit, Zoom, Cisco WebEx, etc,.
- The required ICT advanced tools were purchased.
- Broadband, internet and Wi-Fi facilities were updated.

**Department Quality Assurance Cell (DQAC):**

**A DQAC cell was formulated by the IQAC to bridge the gap between the IQAC and the departments as well as to maintain the quality of each department.**

**The IQAC develops a plan in coordination with the DQAC members for an effectual execution of strategies based on NAAC criteria for the continuous and sustainable growth of the institution. The details that are brought together are scrutinized; evaluated and necessary actions are taken by the IQAC. All departments and committees have been constantly improving in their performances with the DQAC's contribution.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/4-1-3-classrooms-and-seminar-halls-with-ict-enabled-facilities/ |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**The IQAC incessantly reviews and takes steps to advance the quality of the teaching-learning process.**

1. **ICT tools and conducting online internal assessments.**

**The institution facilitates quality in learning by implementing ICT tools like Google Classroom, Zoom, Cisco WebEx, along with computers a LCD projectors charts, models and maps, etc. English department is well equipped with a language laboratory for the enhancement of language and communication skills. E-learning resources such as e-journals and online database (INFLIBNET) are used by the faculty members for effective teaching. Online courses such as NPTEL, SWAYAM, and Spoken Tutorial are adopted. Webinars are conducted to enhance their academic, social and psychological perspectives.**

1. **Internal Academic Audit**

**IQAC in coordination with the management, conduct an internal academic audit at the end of every year to evaluate the continuous**

progress of teaching - learning process to maintain quality of the institution. The IQAC and the management as a joint venture, go for an internal audit to the departments, library and the clubs. Evaluative reports of the departments and committees/cells are examined, consolidated and compiled by the internal audit panel and suggestions for improvement are recommended. The recommendations are executed for the betterment of the institution.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

C. Any 2 of the above

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://providencecnr.org/wp-content/uploads/2022/01/Annual-Report-2020-2021.pdf |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Gender equity promotion programs are conducted to create awareness among the staff and students. Such programs facilitate the

beneficiaries to be cognisant on the significance and contributions of women, and on challenges faced by women.The curriculum includes human rights and women's rights. The professional norms and unbiased instructions are followed by the staff. The following programmes were conducted:

- Gender binaries and screen representation
- Awareness talk on sexual trafficking by Freedom Firm, an NGO
- Gender sensitisation program
- Atrocities on crimes against women and children

The securityamenitiesthat the institution provides to the students:

- 24/7CCTV Camerasurveillance
- Entryrestricted for outsiders
- Disciplineand Anti raggingcommittee on campus
- ID card for staff and students
- Hostel facility and Health centre
- Grievance -Redressalcell
- Student security system
- Escort during field trips outside the campus
- Wearing helmet is made compulsory for all motor cycle commuters
- College bus
- Counselling, Guidance and Mentor – mentee system

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

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

C. Any 2 of the above

| File Description | Documents |
|---|---|
| Geo tagged Photographs | [View File](#) |
| Any other relevant information | No File Uploaded |

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

The institution has well established mechanism for the waste management. The primary focus is to reduce, reuse and recycle the waste. The Staff and students are instructed to reduce the generation of waste to the maximum extent possible and to deposit the same in separate biodegradable and non biodegradable bins, which are placed at strategic locations. During exceptional occasions and twice a week NSS systematizes campus cleaning drives.

Solid waste management:

The biodegradable waste is converted into manure by vermi composting process. Around 450 kgs of manure is generated annually. The non biodegradable waste is deposited off weekly twice through the garbage carrier of the municipality. There is a regular practice of segregation of chemical waste generated in Science Laboratories.

Liquid waste management: Proper construction of septic tank and other drainage systems in order to facilitate liquid waste management. Waste water is diverted to the tea garden by gravitational method. Concentrated acidic and alkaline solutions in the laboratories are neutralized before disposal.

E- waste management: Computers and electronic gadgets are serviced periodically to extend their durability. E-waste such as condemned batteries and damaged computers are sold as scrap.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | [View File](#) |

**7.1.4 - Water conservation facilities available**     A. Any 4 or all of the above

**in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | No File Uploaded |

## 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**   **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

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

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | [View File](#) |
| Certification by the auditing agency | [View File](#) |
| Certificates of the awards received | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | [View File](#) |
| Policy documents and information brochures on the support to be provided | **No File Uploaded** |
| Details of the Software procured for providing the assistance | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

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

**The primary practice in creating an inclusive environment is to prioritize the minorities, tribes and differently- abled during the student admission. The institution has a 'Peace Club' with an aphorism to spread Love, Peace and Harmony in both the immediate community and in the larger global hamlet.**

**Our institution has the linguistic diversity with students and staff from different regions of the nation. Tamil, Hindi, Malayalam and French are the second languages that are offered, which is the testimony for linguistic unity in diversity. Students are encouraged to bring out their opinions and disagreements in a pleasant-sounding way. NSS and NCC activities of our institution mitigate the socioeconomic diversities.**

**Mentoring and personal counseling services ensure that the students receive socio psychological guidance apart from academic guidance for their holistic development. Fee concession is provided on merit basis to economically backward students. Karmakar Endowment Scholarship was awarded for one student during the academic year 2020-21.**

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |
| Any other relevant information | **No File Uploaded** |

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

- **Legal awareness programmes and talks on the fundamental rights and duties of the constitution are explained to the students.**
- **National Constitution Day was celebrated and the volunteers were oriented on significance of the constitution of India.**
- **Student Council election is a way to emphasize the democratic right of an individual.**
- **Observing World peace day and conducting Inter-religious meet is a way of exhibiting the religious freedom.**
- **The college curriculum includes Environmental studies, human rights,Yoga for human excellence, General awareness and Women rights which inculcate the constitutionalobligations among the students.**
- **Providence Outreach programme has the affinity for philanthropic initiatives which provide material and psychological help to the needy strata of the society during the pandemic.**
- **The dynamic participation of NSS and NCC volunteers in civic engagement activities like Voter Awareness programs, facilitating the electoral process, polio drops camps etc. exhibits social responsibility.**

- **The activities conducted by the NSS and NCC:**
  - **COVID 19 awareness**
  - **Swatch campus and jalshakti**
  - **Healthy youth for healthy nation**
  - **Volunteered the Polio camp**

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

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

**A. All of the above**

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

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

**Various festivals are celebrated since the institution has cultural, linguistic and religious diversity. National festivals, birth and death anniversaries of prominent personalities of our nation are observed as an honour to the nation and leaders.**

Due to the Covid-19 pandemic, programmes and celebrations were conducted through both online and offline mode. International art competition, painting competition, street play, essay writing, quiz and elocution were all part of the celebrations. NCC cadets participated in the marathon run on Navy Day. Eminent personalities were invited to motivate staff and students by the inspirational speeches on the important days.

The following were the programmes conducted:

- Republic Day
- Independence Day
- Gandhi Jayanthi: Prime Ministers' urge for 'Swachh Bharat Abhiyaan'.
- Teachers' Day
- International Yoga Day
- International day of the girl child
- Mountains Day
- Women's day
- World students' day
- Navy day
- Kargil Vijay Diwas
- Shaheed Diwas
- National constitution day

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

## 7.2 - Best Practices

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

Best Practice 1: AUTONOMY

Objective of the Practice

Autonomy in higher educational institution pilots to an advanced eminence and aids in attainment of better performance in teaching and learning in order to accomplish academic excellence. It is an

inherent liberty to such institution to frame and prescribe its own courses of study and syllabi, and to restructure and redesign the courses to suit local needs. The main objectives are:

- Quality enhancement.
- Innovation.
- Experimentation.
- Societal relevance.
- Transparency .
- scope for educational reforms.
- Speedy implementation of programmes.
- Student feedback mechanism to facilitate system-oriented quality improvements.
- Setting up of benchmarks of accountability.

## Context

Autonomy reflects efforts for excellence in academic performances, capability of self- governance and enhancement in the quality of education. An autonomous institution carries a prestigious image for the students and the teachers.

The management had a clear notion that the full involvement of teachers in the entire process of autonomy is imperative. After conducting several meetings, a concise resolution was taken to proceed with autonomy procedures with the consent of teaching fraternity.

The accurate notion of the management was about the committee system and a greater participation of the faculty in the administration of the college with the enormous good will of its alumni and PTA. The credibility of the institution that has been established over the years by strictly following the criteria of merit, transparency, and social justice both in appointments and admissions would be continued over the upcoming years.

## The Practice

An Autonomy committee was framed with the Secretary, the Principal, the Mother superior, a Coordinator and the heads of all the departments. The committee members were divided into four teams to visit various autonomous colleges in rural and urban areas. A team of administrative staff members and the physical director made such visits. The reports were consolidated and analysed by the autonomy committee.The report indicated that three areas need to be

progressed.

- Infrastructure facility
- Academic flexibility
- Administrative automation

The committee decided to pursue the following canon and convention for the processing.

- Seminars were organised to make the staff members to be familiarised with the concept, objectives and rationale of autonomy. This will help the faculty to have a sense of participation in decision making and motivate them to get involved in the entire process of autonomy.
- Awareness was given to the students about the significance and corollary of the autonomy.
- Management systems and administrative machinery were reframed for better efficiency.

Academics

- Course materials were prepared in the major and related subjects to update the existing courses in each discipline.
- Teaching learning process is modified to achieve higher standards and greater creativity.
- Faculty members were encouraged to be a part of various seminars, workshops and conferences to intensify research.
- In addition, the curriculum extension activities were strengthened towards community services.
- Student evaluation of teachers and self-appraisal by teachers were properly processed at appropriate forums and upgrading was ensured.
- The PTA and the Alumni association were strengthened.
- The college sought Autonomy and leveraged the academic flexibility, to offer certificate courses as mandatory value-addition courses at Undergraduate Level.

Autonomy preparedness

- To prepare Autonomy manual by all the departments with a specific format and to prepare PowerPoint presentation in line with the manual.
- To decide BoS members by all the departments.
- Conducting various internal audits by the autonomy committee members.
- To conduct preparatory meetings with parents, alumni and well-

wishers through online, since it all happened during lockdown period.

**Evidence of Success**

Inspection was done by a team of four expertises by strictly adhering to the lockdown protocol. Resultantly Autonomy was declared on March 2021.

The scope of the curriculum in both undergraduate and postgraduate level is extended through various value added Certificate Courses that integrate with the existing academic programs .Three certificate courses are offered by various departments in the year 2020-2021. It is made mandatory for all the students to complete at least two certificate courses during their course. PTA and Alumni association were strengthened. Green audit, Environment audit, Energy audit, Hygiene audit were conducted and a positive report was given. Certificates of appreciation were received and are approved for the next four academic years (February 2021-2024). Faculty members were encouraged to participate in various academic activities and evidently many staff attended FDP programmes, webinars, and conference in both national and international levels. Department calendar was framed and activities took place according to the schedule. All the clubs and various other units of the college contributed much to the college and society in diverse ways.

**Problems Encountered and Resources Required**

- Infrastructure up gradation was challenging since the college is situated in high altitude area.
- Need based specialised course is found expensive.
- Creating awareness to the teachers to uphold the integrity of the faculty in making right assessment of students and to have adequate review to ensure that the teachers do not fall a prey to criticisms of favouritisms or reprisals, because credibility of an autonomous institution rely on the credibility of its examination system.
- Need to take steps for enhancing the basic skill of the students.
- Providing internship opportunity to under graduates was also one of the challenges because of geographical situation.
- Cooperation from parents in attending Parent-Teacher meetings held by the college at regular intervals.
- Staying connected with alumni is strenuous.
- Training of new faculty members.

**Best Practice 2: Green Audit**

**Objectives**

The teaching – learning process is vigilantly enhanced with an appropriate and well maintained green campus. Enormous efforts are made by the institution to create a clean, green atmosphere and the inmates of the campus are made sentient on environmental protection and sustainability.

The institution takes up the following responsibility as its primary concern:

- To fulfil the Institution's responsibility towards environmental protection.
- To promote environmental consciousness and ecological responsibility among students.
- To create an eco- friendly ambience within and around campus sites.
- To monitor and evaluate the green practices, towards building a sustainable campus.

**The Context**

Providence College for Women is situated in a cool, serene, green and eco-friendly ambience surrounded by a variety of plants and trees.The institution is responsible and responsive in implementing green practices. Solid waste management, water conservation, rain water harvesting, energy conservation, sanitation and hygiene are the various factors which are taken into consideration to create an eco friendly surrounding.

To enhance the effectiveness of the green practices, the institution has embarked on the Green Audit. It constitutes Environmental audit, Green audit, Energy audit and Hygiene audit. Environmental audit focuses on Efficient use of energy and water,minimise waste generation or pollution and also economic efficiency.Green audit measures the environmental impact on the air,water,soil of the environment.Energy audit inspects the analysis of energy flow for conservation.Hygiene audit ensure the hygienic environment of the campus.

**The Practice**

As an initial footstep, a committee with Sr. Principal as the convener, IQAC team, Eco club members and the academic support staff

was framed. Four teams were formed for the preparation of Environmental audit, Green audit, Energy audit and Hygiene audit. The proficient establishment of the team made the action plan efficient.

Measures Taken

- Maintaining the garden with seasonal, ornamental, medicinal and wild plants and trees to create a pollution free environment and to retain the wet land in the campus.
- Medicinal garden has been established and maintained for the benefit of all. 'Grow Veggies' has been a small area where organic cultivation is made.
- The campus is beautified with Cactus garden, and Peace garden.
- Enumeration of tree species and marking the botanical names was done. A total of 237 tree species with 51 genera have been maintained in the campus.
- The GBH (Girth at Breast Height) of the trees were measured which facilitated the calculation of the Biomass of the green area of the campus. The girth of the trees has also been measured periodically.
- Students and staff are advised to use bicycles and public transportation for pollution control in the campus.
- The spring water gets collected in the wells and is used for drinking, to water plants and for all other purposes.
- Rainwater harvesting is also a major water resource.
- Water quality checking and execution of sanitisation process is properly done.
- Controlling and disposing of non- recyclable and e-waste material generated in the campus are disposed according to the norms specified by the Government.
- It is ensured that biodegradable and non- biodegradable dust bins are placed in the appropriate places.
- Organic manure is prepared by the vermi-composting unit and is used to manure the plants for better growth.
- Banners and pluck cards are placed at different points in the campus which creates an awareness to the inmates.

- Less Electricity utilization and saving of the energy is effectively made possible by using solar energy and LED lights and needed measures were taken by the institution to save electrical energy.
- During Covid 19, herbal tea was provided periodically.
- Municipality was disinfecting and fumigating the entire campus during pandemic.
- Sufficient number of sanitizers, soaps, buckets with water

were ensured in the required places in the campus.

Evidence of Success

The success of the green practices is evident in the reduced carbon footprint from solar energy, reduced power bills, increased water table etc. The outcomes are reflected in auditor's report and the certificate stands testimony to the effectiveness.

Green audit was done by a team of eight members from Nature Science Foundation, Coimbatore. The results indicated that the environmental initiatives are substantial and the environmental conservation is appreciable. Regarding the Hygiene audit report, the actinomycetes colony was found to be lesser than fungal and bacterial colonies in terms of colony forming units. The energy audit report states that the energy sufficient lighting schemes, awareness created among stakeholders and necessary power backups are being practiced by the institution. As per the report given by the environmental audit, the institution is a well-established, long time run of college and there is significant environmental research both by management and employees. The environmental awareness initiatives are found substantial and college activities towards environmental conservation have been much appreciated. The audit was successfully completed and the certificates were provided for all the four audits.

Problems encountered

- Identifying the resources
- Identifying relevant issues.
- To give importance and priority to aspects that is crucial.
- Since the college is situated in higher altitude area, some constraints are faced in having bore wells or digging the earth to store rainwater.
- The practical implementation of the awareness given to the students on the usage of the electrical, water and natural resources has been a challenge due to the reluctance of a few in the campus.
- Difficulty is faced due to the disinclination of a few in carrying out the vital norms implemented for the preservation, protection and conservation of the nature and its resources.
- To get the cooperation from a few to implement plastic free and spit free campus is found to be a challenge.
- To maintain the electric equipments properly due to the electrical fluctuation.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://providencecnr.org/wp-content/uploads/2021/12/Green-Audit.pdf |
| Any other relevant information | https://providencecnr.org/wp-content/uploads/2021/12/Autonomous-Status-B.U.pdf |

## 7.3 - Institutional Distinctiveness

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

**Social responsibility during Pandemic**

Our college aims to inspire the students and inculcate knowledge, values, and social responsibility in them. The institution has established its distinctive approach towards this comprehensive vision by modelling it in the form of service to the society, through outreach programmes, awareness programmes and value based education.Various activities initiated by different clubs and units of our college help the students and faculty to develop their personality through community service. Our college commenced a social welfare activity through an Outreach Centre that exclusively run by the students and staff of the college. Through the centre, the basic essentials, stationary, clothes and food materials were distributed to different tribal villages. Dress materials were distributed to the inmates ofHome for the Aged and Children of Kotagiri and Coonoor.

During the month of July 2020, our college provided place to quarantined patients. The patients' basic needs were met by the institution. Provisions were distributed to the front line workers. Our team of Sisters along with the Government Hospital nurses distributed masks to pregnant ladies in our local community. All those who were benefited by the service rendered by the institution expressed their utmost gratitude and appreciated the outreach team for the efforts.

# Part B

## CURRICULAR ASPECTS

## 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution has the mechanism to plan for a well-planned curriculum delivery and documentation. Curriculum is informed by the university to the college through regular circulars and the university website. The department designs a time-table that distributes subject classes and practical classes in a manner that makes teaching efficient.

Every department holds monthly meetings to assess access to the covered curriculum and discuss the difficulties that students and teachers may be subjected to in the classes. Special attention is given to cater to the needs of both the slow and advanced learners.

During lockdown, a workshop on "Practice of ICT" was organized for the faculty members. The faculty members are available to the students through different digital modes like Zoom cloud applications, Google Meet and Google Hangouts for the classes. Audio lectures are also sent to students who don't have high-speed internet connectivity.

Teachers also exploit the E-Context, data from INFLIBNET website, and the ICT initiatives by the MHRD for the benefit of the students. The institution also encourages industrial projects and placement training to equip students to be corporate-trained. Students are given the choice to enhance their understanding with the aid of MOOCs and SWAYAM via NPTEL.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File]() |
| Link for Additional information | https://providencecnr.org/time-table/ |

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

The institution appraises an academic calendar for all the

programs before the commencement of each semester. The academic calendar helps every faculty to plan their respective course delivery, research work, academic activities, and co-curricular activities sine it consists the first and the last day of the semester, students' revels, internal assessments, and the end semester examinations. The college calendar of events includes the total number of working days, holidays, and important institutional activities.

The academic activities, CIE, and all other activities are conducted in adherence to the calendar of events except the government programs. The college follows the university and government norms and stipulations for conducting continuous internal assessments. Continuous Internal Evaluation (CIE) is meticulously done with an apposite scheduling. The course tutors prepare IA question papers based on the revised syllabus. The internal assessment test timetable is conducted as per the schedule prepared by the exam committee and the students are kept informed about the same. The Principal, through diverse meetings with the departments, persistently reviews the semester's progress and endow with pertinent propositions. Continuous evaluation and assessments are also done for all practical courses, project works, and seminars.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | https://providencecnr.org/calender/ |

| | |
|---|---|
| **1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University  Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University** | A. All of the above |

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | [View File](#) |
| Any additional information | [View File](#) |

## 1.2 - Academic Flexibility

## 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

## 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

**7**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Minutes of relevant Academic Council/ BOS meetings | **No File Uploaded** |
| Institutional data in prescribed format (Data Template) | [View File](#) |

## 1.2.2 - Number of Add on /Certificate programs offered during the year

## 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

**3**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Brochure or any other document relating to Add on /Certificate programs | [View File](#) |
| List of Add on /Certificate programs (Data Template ) | [View File](#) |

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

**182**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

## 1.3 - Curriculum Enrichment

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

To integrate cross-cutting issues such as gender, environment and sustainability, human values, and professional ethics, the institution has incorporated various types of courses into the curriculum, some of which focus on professional competencies while others aim to inculcate general competencies. Environmental Studies and Human Rights are mandatory courses in all undergraduateprogrammesto promote value-based education that ambition on personal fulfillment and professional achievement of the scholars. All the programs make Professional Ethics an integral part of their core curriculum which is activity-based methodology with scope for interaction and assessment.

The college also mandates the students to enroll as volunteers in any one of the co-curricular activities offered by the institution namely NSS/NCC/Sports to enhance their social responsibility. It aims at inculcating values, ethics, and socially responsible qualities. Students organize street plays, awareness campaigns, debates, etc.

Professional and Communicative English are compulsory for all undergraduate programmes. The curriculum adopts the conventional four pronged approach to instill interest to develop the LSRW (Listening, Speaking, Reading and Writing) skills with the aid of cutting-edge technology. Life values imparted via a broad spectrum of genres to groom students in language proficiency, life skills, and employability skills along with personal enrichment and professional development.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

**8**

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

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

**130**

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

## 1.4 - Feedback System

| | |
|---|---|
| **1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution** | **C. Any 2 of the above** |

| **from the following stakeholders Students Teachers Employers Alumni** | |
|---|---|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://providencecnr.org/feedback/ |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | **No File Uploaded** |
| Any additional information | View File |

| **1.4.2 - Feedback process of the Institution may be classified as follows** | **A. Feedback collected, analyzed and action taken and feedback available on website** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | https://providencecnr.org/feedback/#1639628521988-8d6ebb57-69a1 |

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

### 2.1.1 - Enrolment Number Number of students admitted during the year

### 2.1.1.1 - Number of students admitted during the year

**369**

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

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

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

0

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**The institution is pledged in creating an environment to nurture students from different milieus. The faculty and staff work towards furnishing learning opportunities through academic, co-curricular and extra-curricular activities. Slow learners are recognized through their performance in various internal assessments. The teaching – learning process is thereby made resolute.**

**Measures taken for improving academic performance of slow learners**

- **Staff - student ratio is appropriate to pay personal attention to the students.**
- **Remedial / extra classes are conducted with a pertinent focus on the concerned subject.**
- **Academic counseling is done by concerned subject teacher.**
- **The mentors take responsibility for the personal and emotional stability of the students.**
- **Students study groups are formed for peer-to-peer learning.**

**Special Program for advanced learners**

- **The advanced learners are given the liability to organize various association activities which would be inter – department and inter – collegiate.**
- **Students are made to be the directors and members of varies committees like Cultural committee, Peace club, Eco club and Outreach program.**
- **Active participation in attending and presenting research papers in seminars, conferences and workshops on and off the campus is encouraged.**

**Advanced learners prove their ability in teaching and**

**facilitating the slow learners.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

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

| Number of Students | Number of Teachers |
|---|---|
| **974** | **66** |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 2.3 - Teaching- Learning Process

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

**Our institution provides an effective platform for students to develop latest skills, knowledge, attitude, values to mould their self. All departments take the responsibility to conduct innovative programs which would stimulate the creative ability of every student participant, their leadership quality is enhanced through team work, and the students prove responsible to nurture their problem-solving skills and ensure participative learning. Thereby the student centric methods that are inculcated in the institution and the department provide the students with a concrete platform to build up the capacity and the character to carry on all along their life journey. Faculty members make efforts in making the learning activity more interactive by adopting the various methods such as using ICT tools, field trips, industrial visit, experimental methods, projects, seminars, etc.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Link for additional information | **Nil** |

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

To meet the global needs and demands, the teaching methodology does not end with the class room teaching but is also enhanced with the essential modern technology by the way of using Information and Communication Technology (ICT). The teachers combine modern technology with the traditional mode of instruction to engage students in long-term learning.

The following ICT tools are used by the Institution:

- Both the college auditorium and the seminar hall is equipped with LCD projector.
- Smart boards are available in few classes and in the seminar hall.
- Each department is equipped with the following facilities:
    - LCD projector
    - Lap-top
    - Desktop computer / Scanner / Projector
    - Camera
    - Computer labs can be accessed by the students for project and research purpose.
    - Access to digital library with internet facility is available.
    - Browsing center and photo copying facility is available in the campus.

Online Classes are conducted using ICT tools such as Google Meet, Google Classroom, Jamboard, Zoom and Cisco Webex.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | [View File](#) |

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

## 2.3.3.1 - Number of mentors

66

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

## 2.4 - Teacher Profile and Quality

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

**66**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

## 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

## 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

**38**

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

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

## 2.4.3.1 - Total experience of full-time teachers

**557**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Evaluation is an integral part of teaching-learning process and is followed according to theUniversity norms:

1. Best out of two internals for 10 marks

2. Model Examinations for 10 marks

3. Assignments and seminars for 5 Marks

The schedule for the internal assessments and model examinations are mentioned in the college academic calendar. Since the classes were online during 2020-2021 due to lockdown, the internal assessments were conducted through various methods such as multiple choice questions, assignments, powerpoint presentations, oral questioning and descriptive questions and answers through Google forms and classrooms. The Project viva-voce examination is conducted in the presence of the external examiners and the marks are awarded based on the content and methodology. The function of examination committee is to collect the question papers from the concerned staff, preparation of time table and allotment of invigilation to the teaching faculty. The assessment of the answer scripts are evaluated by the concerned staff. The answer scripts are returned to the students after evaluation and guidance is given for better performance in forthcoming tests and University Examinations. The marks are entered instudent profile. The performance of the students is discussed with the parents during the parent-teacher meet.

| File Description | Documents |
| --- | --- |
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The examination committee with the approval of the Principal executes its internal tests and model examination in a meticulous manner without letting any malpractice to take place. Members from the teaching staff are deputed for internal assessment supervision for the smooth conduct of examinations. The evaluation of the answer scripts are done by the concerned subject staff and for the purpose of transparency in the valuation the answer scripts are given back to the students which would help each student to be aware of their performances and results. If there are any genuine corrections to be made in the valued papers, it is rectified by the concerned staff. The students are given the liberty to approach the "Student Grievance Redressal Cell", in case of dissatisfaction. The staff-in-charge of the class will monitor the progress of the students in the subject from the internal tests, model and semester examinations. The student profile booklet is maintained by the class-in-charge in order to monitor the academic performance of the student. A parent-teacher meet is organized and the students' performances are made known to the parents. There is provision for re-valuation of answer script for the semester examination conducted by the College and University.

| File Description | Documents |
| --- | --- |
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

## 2.6 - Student Performance and Learning Outcomes

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

Learning outcomes form an integral part of College education. The institution follows the program and course outcomes introduced by the University for all programmes. The outcomes include acquiring knowledge, values, personality development, creative and critical thinking, problem solving methods, life skills, communication and

social skills. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students: The prescribed syllabi along with the learning outcomes of the programmes and courses are uploaded in the University website for reference. Hard copy of the syllabi is available in the department for immediate reference by the teachers and students. The IQAC and Principal communicate the importance of the learning outcomes to the teachers during meetings. The learning objectives are intimated through various other means such as orientation progammes for the fresher along with their parents and by the concerned staff in the class room. Faculty of every department interact with the students about the outcome of the programme. The outcome of the courses is informed to the students by the concerned teacher who handles the course.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| Upload COs for all Programmes (exemplars from Glossary) | [View File](View File) |

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

The method of measuring the level of attainment of POs, PSOs and COs is based on the performance of students in internal assessment and Semester Examination.

Regarding evaluation in both UG and PG programmes , 25% is contributed by internal assessment and 75% by Semester Examinations. For UG theory subjects, internal assessments consist of best out of two internal tests, model examination and assignment and for PG it consists of best out of two internal tests, model examination, assignment and seminar. For practical subjects, the internal assessments consist of laboratory performance, record and model practical examination. Project papers are included in the final semester of PG programmes and viva voce is conducted.

The marks are entered in the student profile booklet which is a complete record of the student and is communicated to the parents during Parents Teachers Meetings. Result analysis of the courses done by the students is evaluated in accordance with the total marks secured in the University Examinations. The analysis of the

**programme outcome is based on the average marks secured by the students of the department. The major outcome is the results of all the departments with students getting distinction, first class and University ranks regularly.**

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

## 2.6.3 - Pass percentage of Students during the year

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

**323**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

## 2.7 - Student Satisfaction Survey

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

https://providencecnr.org/wp-content/uploads/2021/12/Student-Satisfactory-Survey.pdf

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Resource Mobilization for Research

## 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

## 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | **No File Uploaded** |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

**14**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Institutional data in prescribed format | [View File](#) |

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

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

**1**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | [View File](#) |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | [View File](#) |
| Paste link to funding agency website | [https://icssr.org/](https://icssr.org/) |

**3.2 - Innovation Ecosystem**

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

**Research promotions**

The institution facilitates research activities and creates a research culture within the institute by inspiring the faculty to pursue research. All necessary infrastructural amenities are provided to promote research activity on the campus. Research is endorsed at department levels through curriculum-based undergraduate and postgraduate research projects and internship projects. The teachers, research scholars, and students are encouraged to participate and present papers in Conferences/ Seminars/workshops/webinars/ FDPs organized by other institutions which expedite to fathom the contemporary research scenario and get acquainted with their peers to keep abreast of the research activity.The staff community is encouraged to apply for funding projects in various funding agencies.

Institution's Innovation Council (IIC)

Through Institution's Innovation Council, motivational sessions and entrepreneurship - related activities were conducted periodically to create a vibrant innovation ecosystem. This council organizes seminars, workshops, and interactions with entrepreneurs, investors, professionals and creates a mentor pool for student innovators and the following topics were discussed to enrich the knowledge of the students:

- Exhale Negativity Inhale Positivity.
- Innovation in inventing new things
- Entrepreneurship and Innovation as Career Opportunity
- Business model canvas

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://providencecnr.org/mhrd-iic/](https://providencecnr.org/mhrd-iic/) |

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

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

4

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

## 3.3 - Research Publications and Awards

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

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

**15**

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | https://providencecnr.org/m-phil-ph-d/ |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

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

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

**7**

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

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

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

**2**

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

## 3.4 - Extension Activities

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

**This institution involved in the followingextension activities .**

**Quarantine center**

**Our institution was the quarantine center during July 2020. The requirements of the quarantined people were taken care of by the institution.**

**Providence Outreach Centre (POC)**

**The ulterior motive of the outreach center was to contribute to the social welfare of the local community. The POC took care to distributed masks to pregnant ladies, disseminated health mix, clothes, and food to people in nearby tribal villages and gave food to the front line workers**

**National Service Scheme (NSS)**

**The vital rationale of the NSS unit is to mold the students as socially responsible citizens. The unit has rendered its services to the community in different possible ways such as,**

- **Awareness program on Environment and Yoga Day**
- **Covid 19 awareness was made through a video which went viral through social media**
- **Assisting the health department during the Polio Camp**

**National cadet Corps (NCC)**

**The social concern of the NCC cadets are:**

- **Street Play on Cancer Awareness,**

- **Swatch Bharat Street Play on Efficient Disposal of Crackers**
- **Swatch Bharat Auto rickshaw Rally on Sanitation and Hygiene Precautions – Covid 19**
- **Fit India Freedom Run - World Suicide Prevention Day.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/ncc/#16113073552 96-3dbbe0c6-de05 |
| Upload any additional information | View File |

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

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

**5**

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

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

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

**19**

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

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

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

**350**

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

**3.5 - Collaboration**

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

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

| File Description | Documents |
|---|---|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | No File Uploaded |

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

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

**12**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

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

**The Institution has adequate facilities for effective teaching – learning process.**

- **The total area of the college is 11 acres.**
- **There are 24 building, 35 class rooms, 5 Science, 1 language and 2 computer laboratories.**

**The faculty and students to enhance the teaching- learning process use the available facilities such as classrooms, laboratories, furniture, boards, smart boards, LCD screen – projectors, laptops, and computers. The computer laboratories are enabled with lease line and fibre net connection with Wi-Fi facilities. For the academic and research needs the above-mentioned facilities are of much help. The government and non-government bodies avail these facilities for various departmental examinations, medical camps and training for self-help groups, job fair, on campus.**

**Five science laboratories, a language lab and two computer laboratories fulfil the adequate requirements. The laboratories are facilitated with the required modules to ameliorate the**

academic progress.

The library is automated with Integrated Library Management System (ILMS). There are 41087 books. The Library has subscribed for regular newspapers, periodicals and current journals at National and International level. The Library has sufficient books for competitive examination like NET, SLET, IAS, TNPSC and bank examination.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://providencecnr.org/4-1-3-classrooms-and-seminar-halls-with-ict-enabled-facilities/ |

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

The institution is well equipped with the needed essentials in the field of sports. The sports department give equal importance to both indoor and outdoor games by strictly adhering to the norms and rules of the sports authority. Organising quality tournaments and sports events and students participation in different level tournaments are encouraged widely. Student players in football, hockey, tennis, kho-kho, ball badminton, throw ball, handball, snooker, billiards, boxingand volleyball are provided with a genteel and meticulous coaching. Table tennis, chess, shuttlecock and carom are the highlighted sports, which bring (laurel) special acclaim to the institution.

The institution is proud with students' participation in marathon, sports at District, State, and University levels. The up gradation of the sports and games facilities is consistently done. The students are encouraged to participate in University and state level competitions and in extracurricular activities. Orientation for better concentration and stress management is also conducted.

A well-equipped and fully furnished fitness centre is made available. The Auditorium is used for the Yoga classes, cultural and events inter-departmental and inter-college accomplishments. Seminars, workshops and viva-voce examinations are conducted in the seminar hall.

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | https://providencecnr.org/infrastructure/#internet-facilities |

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

**12**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://providencecnr.org/4-1-3-classrooms-and-seminar-halls-with-ict-enabled-facilities/ |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

**77.22875**

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

**4.2 - Library as a Learning Resource**

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

The Library plays an important role as the centre for knowledge and information. The Library has a large collection of books, journals, non-book material in the discipline of Arts, Science and commerce. At present the library has in its stack about 41087 books, back volumes and subscribes for 10 newspapers, 26 periodicals and 31 current journals at National and International level as print copy to cover a wide variety of subjects.

There is an issue and return counter, in the entrance of the library with e-gate register and the online public access catalogue system (OPAC). E-Resources of INFLIBNET-NLIST, NDLI & OPAC and other aids for quick accession are being used. Reference section has books bought through minor and major research project along with back volumes, Journals, dictionaries, M. Phil & Ph.D. thesis and encyclopaedia.

Library has books for competitive exams like UPSC, Bank examination, Railway recruitment, TNPSC, TANSET, SLET, NET, TRB, TET Quiz etc. It is also enriched with general knowledge books and Autobiography books. CDs are available for various subjects for Reference

Sl.No.

Year

ILMS

Nature of Automation fully / Partially

Version

Year of Automation

1.

2020 - 2021

MODERN LIB

Fully

2018

**2018**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | [https://providencecnr.org/library/](https://providencecnr.org/library/) |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** — **C. Any 2 of the above**

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

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

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

**0.86033**

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**70**

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

## 4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

**Computer facility**

**The institution has 161 computers with duel core, Pentium IV and i3 processors. Departments are facilitated with a laptop, desktop computer, printer and a scanner. Students are given best education in the field of computer science. For every computer related courses the computer - student ratio is 1:5.For students 104 computers and 15 computers for the research scholars are available along with 8 computers in the College Library with internet facility.**

**Internet facility**

**Internet plays a pivotal role in the current scenario, the facility of LAN, which connects all the systems through internet, is available. BSNL lease line connection with speed of 16 Mbps and FTTH (Fibreto the Premises) connections with speed 100 Mbps are available. The campus is enabled with Wi-Fi connection.**

**The servers and computersare updated with advanced versions and open-source software to inculcate knowledge to our students. Open-source software with operating systems such as Ubuntu, Red-hat Linux etc., is used and as a common software matlab, adobe, netbeans, R lab etc., are installed and used.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://providencecnr.org/infrastructure/#internet-facilities |

## 4.3.2 - Number of Computers

**161**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| List of Computers | [View File](#) |

**4.3.3 - Bandwidth of internet connection in the Institution** | **A. ? 50MBPS**

| File Description | Documents |
|---|---|
| Upload any additional Information | [View File](#) |
| Details of available bandwidth of internet connection in the Institution | **No File Uploaded** |

## 4.4 - Maintenance of Campus Infrastructure

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

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

**77.22875**

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

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

**The management takes effort to provide and maintain the best academic and support facilities. The amenities are serviced periodically the better utilisation of the available facilities are ensured.**

## Laboratory

Well established mechanism is followed for the maintenance of the laboratories. Regular maintenance and service is done in all the laboratories. Laboratories are maintained by lab technicians under the guidance of respective department heads/faculty in-charge. System administrators working under the supervision of HoDs maintain all computer labs, software and servicing and obtaining of systems on regular basis.

## Library

The library of the Institution is stacked with thousands of books and periodicals, magazines, journals both national and international have been arranged neatly. E-Resources of INFLIBNET-NLIST, NDLI & OPAC and other aids for quick accession are implemented.

## Physical Education, Auditorium and Seminar Hall

The Physical Director maintains the sports equipment and gymnasium with the help of support staff. The facilities in the Auditorium and the Seminar Hall are maintained by the support staff. The playground, indoor stadium, auditorium and seminar hall are made use of by the students and the local public.

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

## STUDENT SUPPORT AND PROGRESSION

## 5.1 - Student Support

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

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

320

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

**23**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

| **5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills** | **D. 1 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Link to Institutional website | **Nil** |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

**19**

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

**19**

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

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

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

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**35**

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

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

## 5.2.2.1 - Number of outgoing student progression to higher education

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| Any additional information | **No File Uploaded** |
| Details of student progression to higher education | View File |

## 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

## 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

**0**

| File Description | Documents |
|---|---|
| Upload supporting data for the same | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | **No File Uploaded** |

## 5.3 - Student Participation and Activities

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

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

**5**

| File Description | Documents |
| --- | --- |
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

**Our esteemed institution believes that students should not be viewed only as receptors/holders of knowledge but they should also be involved in sharing their innate skills and talents in creating new methods of learning in academics as well as in the governance of the college. College Student Council election is conducted every year and the elected members are the student representatives for the IQAC. The rest of the electoral candidates are assigned as the directors of various committees. The Sports Secretary of the college is elected by the sports students. Every department elects their own association president and secretary from among their own students. This facilitates students to have a leadership role. Similarly, a class representative and an assistant from each class are elected by the class to represent the class in all student related matters. The student council is also a part of the student grievance redress cell wherein students express their grievances to the grievance cell. The council plays a proactive role in resolving the general disciplinary issues among students. The College further provides students with high quality, well-structured out-of-class learning opportunities opening avenues through various activities. Co-curricular opportunities are an integral part of**

**every student's holistic development.**

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

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

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

**26**

| File Description | Documents |
|---|---|
| Report of the event | [View File](#) |
| Upload any additional information | [View File](#) |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | [View File](#) |

## 5.4 - Alumni Engagement

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

**A Registered Alumni Association allows the Institution to benefit from the skills and experiences of our graduates through their participation and support channeled to our students and to the Institution financially and otherwise. Talented and successful alumni are likely to have a wealth of experience and knowledge to share with the current students. The College takes pride in recruiting qualified and meritorious alumni as faculty members. The association holds an annual general-body meeting every year, an initiative taken to stay in touch with our alumni and to ensure a strong lifelong relationship. Non-monetary contribution through alumni representation in various committees like the IQAC, the Governing Council and such contribute to the overall development of the college and their valuable time and**

involvement help improve the pedagogical outcome. The alumni plays an active role in mentoring students in their areas of expertise by organizing guest lectures, orientation programmes, workshops etc. They visit the college to give guest lectures and career guidance. The alumni also help in identifying placements and internship opportunities for present students in the organizations where they work. The alumni association conducted a virtual "prominent alumni recognition ceremony 2020" in August 2020 to celebrate and honor the individual achievements of awardees.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/newsletter-alumni-2/ |
| Upload any additional information | View File |

## 5.4.2 - Alumni contribution during the year (INR in Lakhs)

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college is run by the Nilgiris St. Joseph's Sisters Society, and is under the administration of the Sisters of St. Joseph of Tarbes: Provincial of the Mysore Province, Secretary and the Principal. The Board meets two times a year and finalizes the strategic plan that focus upon infrastructural development, enhancement of quality in teaching-learning process, promotion of research and healthy practices to be implemented in the college. The organizational setup is well designed to build leadership by entrusting key positions and responsibilities at various levels to facilitate the smooth functioning of the activities conducted by the institution. The IQAC Coordinator, Head of the Departments, Governing Council, Staff representatives, Parent representatives, Well wishers and Alumni are involved with decision making at the primary level. Periodical meetings of the

constituted committees are held to plan, execute, monitor and evaluate the activities of the academic year. The student council is also included in important decisions and activities of the college, and views of parents and employers are taken into account in arriving academic decisions and in the other college activities. Opinions, Suggestion and Feedback from the staff members, Alumni, Parents and teachers are motivated in all aspects of administration and academics.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/vision-and-mission/ |
| Upload any additional information | View File |

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

The institution practices decentralization in all aspects in order to strengthen and build the participative management. The Institution is aware that a green campus is essential for a healthy and peaceful teaching - learning atmosphere. Enormous efforts are made by the institution to create a clean, green atmosphere and also to sensitize the student community on environmental protection and sustainability.

The IQAC in coordination with the management and the Eco Green Club of the institution decided to go for Green Audit since it is a progression of efficient recognition, quantification and recording of components of the environment. The process has been decentralized to Eco Green Club of the college. During lockdown the campus maintenance was decentralized to the non teaching staff body. Decentralization improves the level of job satisfaction and team spirit.

Four teams were formed for the grounding of Environmental audit, Green audit, Energy audit and Hygiene audit. The proficient endeavors of the team made the action plan efficient. Green audit was done by a team of eight members from Nature Science Foundation, Coimbatore. The results indicated that the environmental initiatives are substantial and the conservation is appreciable. The audit was successfully completed and the certificates were provided.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/green-audit/ |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

During the past five decades the college has grown tremendously in all arenas. To protract the same standard, it is found essential to execute effective strategies.

Autonomy status was granted from the year 2021-2022. Attaining this status was a strategic plan since long time. The management had a clear notion that the full involvement of teachers in the entire process of autonomy is imperative. After conducting several meetings, a concise resolution was taken to proceed with autonomy procedures with the consent of the teaching fraternity.

Following are the strategic plans:

- Excelling in Teaching - Learning Process.
- Staff Orientations are conducted to enhance the skill and knowledge of the faculty.
- Utilizing innovative teaching tools like ICT and new pedagogies that would engage students more effectively.
- Faculty members are encouraged to accomplish research publications, projects, patents, etc.
- Management systems and administrative machinery were reframed for a better competence.
- The Parent Teachers association and the Alumni association were strengthened with new initiatives.
- Need based specialized courses and value-oriented courses are introduced.

- Staff Orientation Programmes are conducted to enhance the skill and knowledge of the teaching and non-teaching staff.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | https://providencecnr.org/autonomous/ |
| Upload any additional information | View File |

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

**Governing Body:**

The Office Bearers of Governing Body are Provincial, Secretary, and Management representative. The principal is an ex-officio member, while there is a Staff Representative, a Non-Teaching Staff Representative, a Parent representative, a Legal Advisor and a Well Wisher and Alumni.

**Administrative Set Up:**

The Secretary and the Principal form the nucleus of the administration with the former being the final authority in all financial matters. The Principal provides strategic directions and is authorized with the day-to-day running of the college. She has her team of Departmental Heads, the IQAC Coordinator, the Staff Secretary and Treasurer and the Assistant to assist her in the discharge of this work.

Service rules and procedures are guided by the State Government of Tamil Nadu, the Constitution of the college and the rules of the State Government is amended from time to time in this regard.

The College issues advertisement for recruiting staff members. The recruitment rules are as per the Tamil Nadu State government along with the eligibility criteria prescribed by the UGC; that for the non-teaching staff is as per Tamil Nadu State Government norms. The promotion policies are in accordance with the TN Government and Bharathiar University.

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Link to Organogram of the institution webpage | https://providencecnr.org/governance/ |
| Upload any additional information | View File |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | **No File Uploaded** |
| Screen shots of user inter faces | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | **No File Uploaded** |

## 6.3 - Faculty Empowerment Strategies

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

**The institution provides satisfactory welfare measures. The generous fringe benefits are the key factor for the effective functioning of the institution.**

**Existing welfare measures for teaching and non-teaching staff**

- **Employee Provident Fund and Service Gratuity are implemented for the Self - financing teaching and non-teaching staff.**
- **Medical leave for ten days are allowed for self financing staff who have completed 2 years of service and which can be accumulated and 1 religious holiday per year.**
- **Festival advance and salary advance to the staff members in need.**
- **Internet and free Wi-Fi facilities are also available in campus for staff.**

- **The support staff is provided with sarees, warm clothes, shoes, aprons and interest free loan as a support for their needs.**
- **For the purpose of recreation yearly picnics, Teachers Day celebration, and Christmas celebration are organized for teaching and non-teaching staff.**

**Schemes for Carrier progression**

- **On duty facilities for attending conferences, faculty development programme, seminars and workshops for professional and research enhancements and for staff who engages themselves as an External Examiner and University representative.**
- **Staff are motivated and granted permissions to pursue their higher studies.**

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

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

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

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | **No File Uploaded** |

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

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

1

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | **No File Uploaded** |
| Reports of Academic Staff College or similar centers | **No File Uploaded** |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

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

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

**10**

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

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

**PERFORMANCE APPRAISAL PROCESS**

**The teaching and non-teaching staff play a significant role in the success of the educational institution. The professional**

progress of the staff is entrusted by the performance appraisal tool. It is used to measure the productivity of academic employees in different contexts and the objectives are to help them to identify the ways of improving their attitude, skill and subject expertise and to identify and strengthen their potentialfor professional development and career planning. It would be utilized as a tool to facilitate the efficiency and effectiveness of the teaching-learning process in the institution.

The process of faculty appraisal:

The process of appraisal would be scheduled towards the end of the academic year.The process of appraisal comprises of two parts: Self-appraisal format to be filled by every faculty and Student Feedback.

The administrative staff are evaluated based on the administrative capability, resourcefulness,ability,integration, inter-personal relation with students, colleagues and authorities, coordination and character.

Finally, remark on the appraisal andassessment is done by the principal confidentially. The analysis would provide a pathway for the institution to take necessary measures to incentivize or bring in supportive processes to enhance the performance of the faculty.

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

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a systematic financial management system. The effective utilization of the financial resources is audited by the proper auditing mechanism.

External Audit is conducted by:

(a) Accountant General, Chennai and Joint Director of Collegiate Education, Coimbatore. Audit till the year 2016- 2017 is completed and replies have to be submitted to their satisfaction.

(b) Internal Audit: Internal Audit is conducted by Mark D'Souza & Co. every year. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limit. The audit statement is duly signed by the authorities of the management and chartered accountant.

(c)Rajagopalan& Co. audits the UGC, NSS, NCC accounts. The Utilization Certificates of funding agencies are countersigned by the Charted Accountant and Principal and submitted to the concerned authorities.

Cashbooks, receipts, bills and vouchers are maintained. All these mechanisms exhibit the transparency being maintained in financial matters and to adhere financial discipline in all levels. Tally ERP software is used for the accounts related functions for reliability.

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

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

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

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

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

The college has a well-functioning mechanism for mobilization of funds and optimum utilization of resources. Being a grant-in-aid College the salary of the staff is sanctioned by UGC and the State government. Funds received from State government are spent on payment of salary of Aided teaching and non-teaching staff of the college.

Fee received from the students are spent on payment of Self-financing staff salary and other expenses. Funds are allocated for social service activities through NSS and NCC. Fund is also received from the Philanthropists and individuals and The Nilgiris St. Joseph's Sisters Society.

Principal and the Accounts Officers prepare the college budget. Budget is utilized to meet the operational and administrative expenses. The intervention of the management is sought in case the expenditure exceeds the budget. Sponsorships are sought from individuals.

Optimum utilization:

- Adequate funds are allocated for effective teaching-learning practices.
- Effective utilization of infrastructure is ensured through the appointment of well-qualified lab assistants and system administrators.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular / extra-curricular activities and sports activities.

- The college infrastructure is utilized as an examination center for Government examinations / University Examinations.

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

## 6.5 - Internal Quality Assurance System

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

IQAC plays a decisive role in the enhancement of quality of the institution by assessing the quality parameters.

Enrichment of Information and Communication Technology (ICT):

The use of ICT tools has become an integral part in teaching - learning process. ICT gives learners an immediate access to more affluent source materials and thus it is more dynamic and interactive. IQAC encourages teachers to utilize these tools in teaching.

- Training was given to teaching faculty for using various platforms such as Google meet, G Suit, Zoom, Cisco WebEx, etc,.
- The required ICT advanced tools were purchased.
- Broadband, internet and Wi-Fi facilities were updated.

Department Quality Assurance Cell (DQAC):

A DQAC cell was formulated by the IQAC to bridge the gap between the IQAC and the departments as well as to maintain the quality of each department.

The IQAC develops a plan in coordination with the DQAC members for an effectual execution of strategies based on NAAC criteria for the continuous and sustainable growth of the institution. The details that are brought together are scrutinized; evaluated and necessary actions are taken by the IQAC. All departments and committees have been constantly improving in their performances with the DQAC's contribution.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://providencecnr.org/4-1-3-classrooms-and-seminar-halls-with-ict-enabled-facilities/ |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**The IQAC incessantly reviews and takes steps to advance the quality of the teaching-learning process.**

**1. ICT tools and conducting online internal assessments.**

**The institution facilitates quality in learning by implementing ICT tools like Google Classroom, Zoom, Cisco WebEx, along with computers a LCD projectors charts, models and maps, etc. English department is well equipped with a language laboratory for the enhancement of language and communication skills. E-learning resources such as e-journals and online database (INFLIBNET) are used by the faculty members for effective teaching. Online courses such as NPTEL, SWAYAM, and Spoken Tutorial are adopted. Webinars are conducted to enhance their academic, social and psychological perspectives.**

**1. Internal Academic Audit**

**IQAC in coordination with the management, conduct an internal academic audit at the end of every year to evaluate the continuous progress of teaching - learning process to maintain quality of the institution. The IQAC and the management as a joint venture, go for an internal audit to the departments, library and the clubs. Evaluative reports of the departments and committees/cells are examined, consolidated and compiled by the internal audit panel and suggestions for improvement are recommended. The recommendations are executed for the betterment of the institution.**

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

| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** | **C. Any 2 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | [https://providencecnr.org/wp-content/uploads/2022/01/Annual-Report-2020-2021.pdf](https://providencecnr.org/wp-content/uploads/2022/01/Annual-Report-2020-2021.pdf) |
| Upload e-copies of the accreditations and certifications | **No File Uploaded** |
| Upload any additional information | [View File](#) |
| Upload details of Quality assurance initiatives of the institution (Data Template) | [View File](#) |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

**Gender equity promotion programs are conducted to create awareness among the staff and students. Such programs facilitate the beneficiaries to be cognisant on the significance and contributions of women, and on challenges faced by women.The curriculum includes human rights and women's rights. The professional norms and unbiased instructions are followed by the staff. The following programmes were conducted:**

- **Gender binaries and screen representation**

- **Awareness talk on sexual trafficking by Freedom Firm, an NGO**
- **Gender sensitisation program**
- **Atrocities on crimes against women and children**

**The securityamenitiesthat the institution provides to the students:**

- **24/7CCTV Camerasurveillance**
- **Entryrestricted for outsiders**
- **Disciplineand Anti raggingcommittee on campus**
- **ID card for staff and students**
- **Hostel facility and Health centre**
- **Grievance -Redressalcell**
- **Student security system**
- **Escort during field trips outside the campus**
- **Wearing helmet is made compulsory for all motor cycle commuters**
- **College bus**
- **Counselling, Guidance and Mentor – mentee system**

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | **Nil** |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | **Nil** |

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

| File Description | Documents |
|---|---|
| Geo tagged Photographs | [View File]() |
| Any other relevant information | **No File Uploaded** |

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**The institution has well established mechanism for the waste management. The primary focus is to reduce, reuse and recycle the waste. The Staff and students are instructed to reduce the generation of waste to the maximum extent possible and to deposit the same in separate biodegradable and non biodegradable bins, which are placed at strategic locations. During exceptional occasions and twice a week NSS systematizes campus cleaning drives.**

**Solid waste management:**

**The biodegradable waste is converted into manure by vermi composting process. Around 450 kgs of manure is generated annually. The non biodegradable waste is deposited off weekly twice through the garbage carrier of the municipality. There is a regular practice of segregation of chemical waste generated in Science Laboratories.**

**Liquid waste management: Proper construction of septic tank and other drainage systems in order to facilitate liquid waste management. Waste water is diverted to the tea garden by gravitational method. Concentrated acidic and alkaline solutions in the laboratories are neutralized before disposal.**

**E- waste management: Computers and electronic gadgets are serviced periodically to extend their durability. E-waste such as condemned batteries and damaged computers are sold as scrap.**

| File Description | Documents |
| --- | --- |
| Relevant documents like agreements / MoUs with Government and other approved agencies | **No File Uploaded** |
| Geo tagged photographs of the facilities | View File |

| **7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** | **A. Any 4 or all of the above** |
| --- | --- |

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | [View File](#) |
| Any other relevant information | **No File Uploaded** |

**7.1.5 - Green campus initiatives include**

| **7.1.5.1 - The institutional initiatives for greening the campus are as follows:**<br><br>1. **Restricted entry of automobiles**<br>2. **Use of bicycles/ Battery-powered vehicles**<br>3. **Pedestrian-friendly pathways**<br>4. **Ban on use of plastic**<br>5. **Landscaping** | **A. Any 4 or All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | [View File](#) |
| Various policy documents / decisions circulated for implementation | **No File Uploaded** |
| Any other relevant documents | **No File Uploaded** |

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

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

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

| | |
|---|---|
| **7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen               reading** | **B. Any 3 of the above** |

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

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

**The primary practice in creating an inclusive environment is to prioritize the minorities, tribes and differently- abled during the student admission. The institution has a 'Peace Club' with an aphorism to spread Love, Peace and Harmony in both the immediate community and in the larger global hamlet.**

Our institution has the linguistic diversity with students and staff from different regions of the nation. Tamil, Hindi, Malayalam and French are the second languages that are offered, which is the testimony for linguistic unity in diversity. Students are encouraged to bring out their opinions and disagreements in a pleasant-sounding way. NSS and NCC activities of our institution mitigate the socioeconomic diversities.

Mentoring and personal counseling services ensure that the students receive socio psychological guidance apart from academic guidance for their holistic development. Fee concession is provided on merit basis to economically backward students. Karmakar Endowment Scholarship was awarded for one student during the academic year 2020-21.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |
| Any other relevant information | No File Uploaded |

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

- Legal awareness programmes and talks on the fundamental rights and duties of the constitution are explained to the students.
- National Constitution Day was celebrated and the volunteers were oriented on significance of the constitution of India.
- Student Council election is a way to emphasize the democratic right of an individual.
- Observing World peace day and conducting Inter-religious meet is a way of exhibiting the religious freedom.
- The college curriculum includes Environmental studies, human rights,Yoga for human excellence, General awareness and Women rights which inculcate the constitutionalobligations among the students.
- Providence Outreach programme has the affinity for philanthropic initiatives which provide material and psychological help to the needy strata of the society during the pandemic.
- The dynamic participation of NSS and NCC volunteers in civic engagement activities like Voter Awareness programs, facilitating the electoral process, polio drops camps etc.

- **exhibits social responsibility.**
- **The activities conducted by the NSS and NCC:**
  - **COVID 19 awareness**
  - **Swatch campus and jalshakti**
  - **Healthy youth for healthy nation**
  - **Volunteered the Polio camp**

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized** | **A. All of the above**

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

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

**Various festivals are celebrated since the institution has cultural, linguistic and religious diversity. National festivals,**

birth and death anniversaries of prominent personalities of our nation are observed as an honour to the nation and leaders.

Due to the Covid-19 pandemic, programmes and celebrations were conducted through both online and offline mode. International art competition, painting competition, street play, essay writing, quiz and elocution were all part of the celebrations. NCC cadets participated in the marathon run on Navy Day. Eminent personalities were invited to motivate staff and students by the inspirational speeches on the important days.

The following were the programmes conducted:

- Republic Day
- Independence Day
- Gandhi Jayanthi: Prime Ministers' urge for 'Swachh Bharat Abhiyaan'.
- Teachers' Day
- International Yoga Day
- International day of the girl child
- Mountains Day
- Women's day
- World students' day
- Navy day
- Kargil Vijay Diwas
- Shaheed Diwas
- National constitution day

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

## 7.2 - Best Practices

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

Best Practice 1: AUTONOMY

Objective of the Practice

Autonomy in higher educational institution pilots to an advanced eminence and aids in attainment of better performance in teaching and learning in order to accomplish academic excellence. It is an inherent liberty to such institution to frame and prescribe its own courses of study and syllabi, and to restructure and redesign the courses to suit local needs. The main objectives are:

- Quality enhancement.
- Innovation.
- Experimentation.
- Societal relevance.
- Transparency .
- scope for educational reforms.
- Speedy implementation of programmes.
- Student feedback mechanism to facilitate system-oriented quality improvements.
- Setting up of benchmarks of accountability.

Context

Autonomy reflects efforts for excellence in academic performances, capability of self- governance and enhancement in the quality of education. An autonomous institution carries a prestigious image for the students and the teachers.

The management had a clear notion that the full involvement of teachers in the entire process of autonomy is imperative. After conducting several meetings, a concise resolution was taken to proceed with autonomy procedures with the consent of teaching fraternity.

The accurate notion of the management was about the committee system and a greater participation of the faculty in the administration of the college with the enormous good will of its alumni and PTA. The credibility of the institution that has been established over the years by strictly following the criteria of merit, transparency, and social justice both in appointments and admissions would be continued over the upcoming years.

The Practice

An Autonomy committee was framed with the Secretary, the Principal, the Mother superior, a Coordinator and the heads of all the departments. The committee members were divided into four teams to visit various autonomous colleges in rural and urban

areas. A team of administrative staff members and the physical director made such visits. The reports were consolidated and analysed by the autonomy committee.The report indicated that three areas need to be progressed.

- Infrastructure facility
- Academic flexibility
- Administrative automation

The committee decided to pursue the following canon and convention for the processing.

- Seminars were organised to make the staff members to be familiarised with the concept, objectives and rationale of autonomy. This will help the faculty to have a sense of participation in decision making and motivate them to get involved in the entire process of autonomy.
- Awareness was given to the students about the significance and corollary of the autonomy.
- Management systems and administrative machinery were reframed for better efficiency.

Academics

- Course materials were prepared in the major and related subjects to update the existing courses in each discipline.
- Teaching learning process is modified to achieve higher standards and greater creativity.
- Faculty members were encouraged to be a part of various seminars, workshops and conferences to intensify research.
- In addition, the curriculum extension activities were strengthened towards community services.
- Student evaluation of teachers and self-appraisal by teachers were properly processed at appropriate forums and upgrading was ensured.
- The PTA and the Alumni association were strengthened.
- The college sought Autonomy and leveraged the academic flexibility, to offer certificate courses as mandatory value-addition courses at Undergraduate Level.

Autonomy preparedness

- To prepare Autonomy manual by all the departments with a specific format and to prepare PowerPoint presentation in line with the manual.
- To decide BoS members by all the departments.

- Conducting various internal audits by the autonomy committee members.
- To conduct preparatory meetings with parents, alumni and well-wishers through online, since it all happened during lockdown period.

Evidence of Success

Inspection was done by a team of four expertises by strictly adhering to the lockdown protocol. Resultantly Autonomy was declared on March 2021.

The scope of the curriculum in both undergraduate and postgraduate level is extended through various value added Certificate Courses that integrate with the existing academic programs .Three certificate courses are offered by various departments in the year 2020-2021. It is made mandatory for all the students to complete at least two certificate courses during their course. PTA and Alumni association were strengthened. Green audit, Environment audit, Energy audit, Hygiene audit were conducted and a positive report was given. Certificates of appreciation were received and are approved for the next four academic years (February 2021-2024). Faculty members were encouraged to participate in various academic activities and evidently many staff attended FDP programmes, webinars, and conference in both national and international levels. Department calendar was framed and activities took place according to the schedule. All the clubs and various other units of the college contributed much to the college and society in diverse ways.

Problems Encountered and Resources Required

- Infrastructure up gradation was challenging since the college is situated in high altitude area.
- Need based specialised course is found expensive.
- Creating awareness to the teachers to uphold the integrity of the faculty in making right assessment of students and to have adequate review to ensure that the teachers do not fall a prey to criticisms of favouritisms or reprisals, because credibility of an autonomous institution rely on the credibility of its examination system.
- Need to take steps for enhancing the basic skill of the students.
- Providing internship opportunity to under graduates was also one of the challenges because of geographical situation.

- Cooperation from parents in attending Parent-Teacher meetings held by the college at regular intervals.
- Staying connected with alumni is strenuous.
- Training of new faculty members.

## Best Practice 2: Green Audit

## Objectives

The teaching – learning process is vigilantly enhanced with an appropriate and well maintained green campus. Enormous efforts are made by the institution to create a clean, green atmosphere and the inmates of the campus are made sentient on environmental protection and sustainability.

The institution takes up the following responsibility as its primary concern:

- To fulfil the Institution's responsibility towards environmental protection.
- To promote environmental consciousness and ecological responsibility among students.
- To create an eco- friendly ambience within and around campus sites.
- To monitor and evaluate the green practices, towards building a sustainable campus.

## The Context

Providence College for Women is situated in a cool, serene, green and eco-friendly ambience surrounded by a variety of plants and trees.The institution is responsible and responsive in implementing green practices. Solid waste management, water conservation, rain water harvesting, energy conservation, sanitation and hygiene are the various factors which are taken into consideration to create an eco friendly surrounding.

To enhance the effectiveness of the green practices, the institution has embarked on the Green Audit. It constitutes Environmental audit, Green audit, Energy audit and Hygiene audit. Environmental audit focuses on Efficient use of energy and water,minimise waste generation or pollution and also economic efficiency.Green audit measures the environmental impact on the air,water,soil of the environment.Energy audit inspects the analysis of energy flow for conservation.Hygiene audit ensure the hygienic environment of the campus.

The Practice

As an initial footstep, a committee with Sr. Principal as the convener, IQAC team, Eco club members and the academic support staff was framed. Four teams were formed for the preparation of Environmental audit, Green audit, Energy audit and Hygiene audit. The proficient establishment of the team made the action plan efficient.

Measures Taken

- Maintaining the garden with seasonal, ornamental, medicinal and wild plants and trees to create a pollution free environment and to retain the wet land in the campus.
- Medicinal garden has been established and maintained for the benefit of all. 'Grow Veggies' has been a small area where organic cultivation is made.
- The campus is beautified with Cactus garden, and Peace garden.
- Enumeration of tree species and marking the botanical names was done. A total of 237 tree species with 51 genera have been maintained in the campus.
- The GBH (Girth at Breast Height) of the trees were measured which facilitated the calculation of the Biomass of the green area of the campus. The girth of the trees has also been measured periodically.
- Students and staff are advised to use bicycles and public transportation for pollution control in the campus.
- The spring water gets collected in the wells and is used for drinking, to water plants and for all other purposes.
- Rainwater harvesting is also a major water resource.
- Water quality checking and execution of sanitisation process is properly done.
- Controlling and disposing of non- recyclable and e-waste material generated in the campus are disposed according to the norms specified by the Government.
- It is ensured that biodegradable and non- biodegradable dust bins are placed in the appropriate places.
- Organic manure is prepared by the vermi-composting unit and is used to manure the plants for better growth.
- Banners and pluck cards are placed at different points in the campus which creates an awareness to the inmates.

- Less Electricity utilization and saving of the energy is effectively made possible by using solar energy and LED lights and needed measures were taken by the institution to

save electrical energy.
- During Covid 19, herbal tea was provided periodically.
- Municipality was disinfecting and fumigating the entire campus during pandemic.
- Sufficient number of sanitizers, soaps, buckets with water were ensured in the required places in the campus.

## Evidence of Success

The success of the green practices is evident in the reduced carbon footprint from solar energy, reduced power bills, increased water table etc. The outcomes are reflected in auditor's report and the certificate stands testimony to the effectiveness.

Green audit was done by a team of eight members from Nature Science Foundation, Coimbatore. The results indicated that the environmental initiatives are substantial and the environmental conservation is appreciable. Regarding the Hygiene audit report, the actinomycetes colony was found to be lesser than fungal and bacterial colonies in terms of colony forming units. The energy audit report states that the energy sufficient lighting schemes, awareness created among stakeholders and necessary power backups are being practiced by the institution. As per the report given by the environmental audit, the institution is a well-established, long time run of college and there is significant environmental research both by management and employees. The environmental awareness initiatives are found substantial and college activities towards environmental conservation have been much appreciated. The audit was successfully completed and the certificates were provided for all the four audits.

## Problems encountered

- Identifying the resources
- Identifying relevant issues.
- To give importance and priority to aspects that is crucial.
- Since the college is situated in higher altitude area, some constraints are faced in having bore wells or digging the earth to store rainwater.
- The practical implementation of the awareness given to the students on the usage of the electrical, water and natural resources has been a challenge due to the reluctance of a few in the campus.
- Difficulty is faced due to the disinclination of a few in

- carrying out the vital norms implemented for the preservation, protection and conservation of the nature and its resources.
- To get the cooperation from a few to implement plastic free and spit free campus is found to be a challenge.
- To maintain the electric equipments properly due to the electrical fluctuation.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://providencecnr.org/wp-content/uploads/2021/12/Green-Audit.pdf |
| Any other relevant information | https://providencecnr.org/wp-content/uploads/2021/12/Autonomous-Status-B.U.pdf |

## 7.3 - Institutional Distinctiveness

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

Social responsibility during Pandemic

Our college aims to inspire the students and inculcate knowledge, values, and social responsibility in them. The institution has established its distinctive approach towards this comprehensive vision by modelling it in the form of service to the society, through outreach programmes, awareness programmes and value based education.Various activities initiated by different clubs and units of our college help the students and faculty to develop their personality through community service. Our college commenced a social welfare activity through an Outreach Centre that exclusively run by the students and staff of the college. Through the centre, the basic essentials, stationary, clothes and food materials were distributed to different tribal villages. Dress materials were distributed to the inmates ofHome for the Aged and Children of Kotagiri and Coonoor.

During the month of July 2020, our college provided place to quarantined patients. The patients' basic needs were met by the institution. Provisions were distributed to the front line workers. Our team of Sisters along with the Government Hospital nurses distributed masks to pregnant ladies in our local community. All those who were benefited by the service rendered by the institution expressed their utmost gratitude and

**appreciated the outreach team for the efforts.**

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

7.3.2 - Plan of action for the next academic year

**Plan of action for the academic year 2021-2022**

- **To conduct a seminar to strengthen the publication skills based on NAAC Criterion III.**
- **To reconstruct the college website (From Wordpress to PHP).**
- **To introduce On duty (OD) form for the faculty.**
- **To modify the template of staff profile and self appraisal form.**
- **To encourage departments to maintain same number of files for each criterion.**
- **To streamline the extra-curricular activities according to the schedule.**