YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KUMARARANI MEENA MUTHIAH COLLEGE OF ARTS AND SCIENCE
• Name of the Head of the institution	Dr. P.T. VIJAYSHREE
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04424450923
• Mobile no	9841671444
• Registered e-mail	principal.krmmc@gmail.com
• Alternate e-mail	iqac.krmmc1996@gmail.com
• Address	4. Crescent Avenue Road, Gandhi Nagar, Adyar
• City/Town	Chennai
• State/UT	Tamilnadu
• Pin Code	600020
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**University of Madras**
• Name of the IQAC Coordinator	**Mrs. S. Ammani**
• Phone No.	**04424450923**
• Alternate phone No.	**04424403931**
• Mobile	**9094507274**
• IQAC e-mail address	**iqac.krmmc1996@gmail.com**
• Alternate Email address	**principal.2996new@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://krmmc.edu.in/wp-content/uploads/2021/04/aqar-19-20-submitted-on-12.3.2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://krmmc.edu.in/wp-content/uploads/2022/02/20-21-Academic-calender-with-cover-page.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**B+**	**2.59**	**2021**	**22/11/2021**	**21/11/2026**

6.Date of Establishment of IQAC	**13/07/2006**

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
0	**0**	**0**	**0**	**0**

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	**9**
• 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)

NAAC 3rd Cycle- Submission of SSR on 11th June 2021 Submission of AQAR 19-20 on 12th March 2021
Participation in NIRF for 2021 submitted on 3rd Feb 2021 and NIRF for 2022 on 1st Feb 2022
Conduct of Webinar on Socio and Industrial significance of IPR in current era
Creating Department websites to know about the departmental activities and achievements
Conduct of Exit Interview for final year students Online Staff appraisal Regular IQAC and Steering Committee meetings

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
Submission of SSR for 3rd cycle	**Submitted on 11.06.2021**
Participation in NIRF for 2021/ NIRF FOR 2022	**3rd February 2021/ 1ST February 2022**
Submission of AQAR 19-20	**12th March 2021**
Orientation on ICT Methodologies	**2nd August 2020 on Google Class room ,19th to 23rd October 2020**

	on ICT and 8th June and 8th July on creation of Google sites
Academic Review Audit	Quality Coordinators were assigned for each department to check the academic audit internally and reports were submitted to IQAC for further improvement
To organise FDP relating to Research, IPR or Entrepreneurship Development	Webinar on Socio and Industrial significance of IPR in current era on 12th June 2021
Workshops for faculty	1. Report writing by English department on 14th June 2021 , 2. Embedded Systems by Electronics Department from 7th to 11th June
Regular IQAC and Steering Committee meetings	Minutes and Action Taken Report uploaded in Website
To conduct Exit Interview for final years	An Exit Interview was conducted for all final years online via Google forms during June 2020 and a report on various parameters was submitted to Principal
Conduct of events in online mode	various online events were organised by the student council and centre for fine arts
Internal Energy/ Green/Environment Audit	completed the audit internally
IQAC Newsletter	Done - Vol 8. July 2020
Annual Calendar / Planning	was planned and uploaded in the website

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-21	11/02/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	404

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	986

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	264

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	358

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**83**

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

| 3.2

 Number of sanctioned posts during the year | **83** |

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

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**44**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**113 lakhs**
4.3 Total number of computers on campus for academic purposes	**150**

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

- **As per the University guidelines, work load has been prepared with the approval of Principal, Academic Monitoring committee and the Heads Committee.**
- **Due to Covid situation on the guidelines given by the University of Madras from Aug 2020, the classes were conducted in online/offline mode**
- **Online session were checked by the Heads and the Principal and a special coordinator from IQAC**
- **Head of the Departments and faculty shared PO/PSO /CO with the**

students through online
- Lesson plan/teaching plan was prepared and the methodology has been stated to the students
- At the end of the semester a report on completion of syllabus is checked by Heads & submitted to the academics.
- Various teaching methodologies used during the period include

  - online graphs,
  - Edmodo
  - Kahoot
  - Network software,
  - PPT,
  - You tube video
  - Jeopardy

- A scrum sheet with details of daily work done was shared in drive with the Principal. The Heads of the Departments monitored the entry of scrum details.
- Question Bank, work book exercises were shared through Google classroom and what's app too. Workbook submission was done through mail created by the respective course instructors

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/criterion-1.1-header-final.docx.pdf

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

- The Calendar Committee prepares the dates after consultation with IQAC, Heads and Centre co coordinators based on University calendar
- Due to Pandemic Situation – changes in Exam Schedule both internal and external were based on the information from the University of Madras and the Directorate of Collegiate Education.
- CIA was conducted online as per the instructions given by UNOM/DCE. The answer papers were uploaded in the mail created by the departments uniquely for this purpose. The answer scripts were evaluated and the same was checked by IQAC.
- Online activities were planned based on the prevailing situation and dates were allotted to different Departments and

Centers

○ **IQAC team conducts review to verify the compliance to adhere the calendar of events with documentary evidence.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/1.1.2-Adherance-to-Academic-Calendar.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 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

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

24

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

687

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

The College takes earnest efforts to have a healthy and best environment with reference to cross cutting issues:

Gender:

· A course on Women's Writing (BRA5A) in the B.A English

• **Equal opportunity is given to both gender in all the activities of the college**

• **Women forum conducts awareness programs, celebrates woman's day.**

Environment and Sustainability :

• **The college follows the University prescribed course on Environment Studies for all the II year students and taken for nature visits .**

• **Students are given wide opportunities to participate in eco friendly activities and services**

• **Various extension programs are organized to create awareness on environment and its importance**

Human Values and Professional Ethics:

• **The University hasmade Value Education as a part of curriculum for all the third year students.**

• **A course for M.com – Corporate Governance and Ethics (KCBXB) to familiarize students on ethics in banking and business**

• **Under the Course Principles of Management (MAM1A) in curriculum BBA first years have Business Ethics which explains the importance of role of ethics in business**

Apartment from this, the college organizes birth anniversaries of great personalities to boost morality among faculty and students too

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

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

7

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

137

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	http://krmmc.edu.in/wp-content/uploads/2022/02/criterion-1.4-header-final.docx.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	http://krmmc.edu.in/wp-content/uploads/2022/02/1.4.2-teachers-feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

253

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

222

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

After admission, the departments segregate the students into Advanced & Slow learners based on their percentage. The cut off marks of qualifying examination and the split ups is decided by the

admission committee.

The advanced learners are given the opportunity to enhance their knowledge by participating in workshops related to their fieldof study, present papers, and register for courses on NPTELSwayam Portal.During Tech hour, advanced learners were encouraged to share their knowledge.

The slow learners are given extra coaching by means of extra problems, solving repeated University questions etc. Due to pandemic situation as classes were conducted predominantly in the online mode, face to face and direct coaching in the form of remedial classes was not feasible. The slow learners were given extra practice during offline classes daily. Notes were shared to slow learners through class Whatsapp groups. Leap meetings also helped the slow learners.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/2.2.1-adv-slow-learners-proof.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
986	83

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

Experiential Learning

- Live streaming of Union Budget through online to commerce graduates
- Students were taken to industrial/field visits to gain knowledge through experience.

*Field visit to Spirulina farm by Life Sciences

* Lab visit to Centre for Ozone Research, Sathyabhama institute of Research & Technology, Chemenchery

* Educational visit to Zeeo Microfinance and Saving Support, Koyambedu

- Internship & projects by PG and UG students
- PG Biotechnology created an awareness programs to non science students on Prevention and control of Covid 19 among student Community

Participative Learning using Kahoot, Jeopardy lab

Problem solving exercises for practical programs

Work books for all UG disciplines

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/2.3.1-student-centric-methods.pdf

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

Due to Covid pandemic, the classes were conducted in a hybrid model both offline and online.

The online classes were conducted through GOOGLE MEET AND STUDY MATERIALS, ASSIGNMENTS AND TESTS WERE POSTED IN GOOGLE CLASSROOMS created at the beginning of the academic year.

The online Mode of delivery of Lectures motivated the staffs to incorporate a variety of ICT tools into their teaching methodology.

EDMODO CLASSES were created by few faculties. ONLINE QUIZ THROUGH KAHOOT, JEOPARDY LABS, ONLINE VIRTUAL GRAPHS, NETWORK SOFTWARE are some of the ICT methodologies used.

CONTINUOUS INTERNAL ASSESSMENT WAS ALSO DONE THROUGH GOOGLE FORMS. The answer papers for exams conducted were sent by the students to

mail specifically created for this purpose by the Departments.

VIRTUAL LABS were used to conduct practical sessions online. POWERPOINT PRESENTATIONS AND YOUTUBE VIDEOS were also shared to enrich the students for better learning experience.

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

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

2.3.3.1 - Number of mentors

35

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

83

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

15

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

789.81

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.

- **During online orientation first years were informed about the importance of internal marks and the various components in the calculation of internal marks.**
- **Internal marks are allotted to students based on their performance in the Test (CIA, Microtest) conducted and work book/assignment /seminar, along with the attendance .**
- **Students were given a chance to improve their Internal marks by submitting assignments or writing question & answers.**
- **Subject wise Internal marks were intimated to students through mail**

File Description	Documents
Any additional information	View File
Link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/2.5.1-Internal-marks.pdf

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

Due topandemic situation some students were unable to write the exams on stipulated date/time, hence students were given extended time for writing and uploading the answer scripts as per the university guidelines

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.

Course outcome is mentioned in the curriculum syllabus itself, PO is posted in college website and displayed in the department notice board also

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://krmmc.edu.in/departments/po-pso-cos/
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 college has devised its own method to evaluate the attainment of POs, PSOs and COs.. Based on the exit interview online the outcome was evaluated.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/2.6.2-EXIT-INTERVIEW-1.pdf

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

352

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://krmmc.edu.in/wp-content/uploads/2022/02/2.6.3-Result-galley.pdf

2.7 - Student Satisfaction Survey

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

http://krmmc.edu.in/wp-content/uploads/2022/03/2.7.1-SSS-report-20-21.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)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

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

0

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

3.2 - Innovation Ecosystem

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

The college has taken initiatives to encourage research and creation of knowledge through research and innovation.

The following are the activities done towards creation of ecosystem:

- **The PG department of Life Sciences brings out a research analysis report every year.**
- **To inculcate the idea of research students of Life sciences departments carry out minor research projects under the guidance of faculty.**

- **To instill the idea of entrepreneurship the PG department of Biotechnology cultivated edible mushroom.**
- **Various departments organize knowledge sharing sessions in their areas of specialization**
- **ED cell of the college registered as spoke institution under the IIDP-EDII , MSME Government of Tamilnadu during May 2021**
- **Dr.P.T. Vijayshree & Dr.B. Hema were the invited speakers for the power webinar organized by "Ministry of Labour & Employment-National Career Service-Model Career Centre, NSU, Tirupati "on the topic" Entrepreneurship-The future Ahead" held on 11.06.2020**
- **Dr.B. Hema was an invited speaker on the Topic "Bloom with Grace" for faculty at a national webinar organized by the department of Science and Humanities (Mathematics) Abdul Hakeem College of Engineering and Technology, Melvisharam organised on 30.07.2020**

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/3.2.1-innovation-and-creation-of-knowledge.pdf

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

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

3

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

2

File Description	Documents
URL to the research page on HEI website	http://krmmc.edu.in/wp-content/uploads/2022/02/3.3.1-PhD-registered-candidates.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

3

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

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

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

7

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

The college runs effectively National Service Scheme, National Cadet Corps (Self Financing Mode) Units, Rotaract Club, Youth Red Cross, Nature Club and Kalam Club. This year due to the COVID pandemic, the college could not organize its signature projects.

National Cadet Corps

NCC unit of the college organized Yoga programs, tree plantation, Swatch Bharath programs, Traffic awareness programs and conducted B certificate exams.

National Service Scheme

The NSS of the college in collaboration with many agencies organised motivation programs knowledge sharing on book contents, webinars on rights and responsibilities of the citizens of India, Road Safety Campaigns, etc.

Rotaract Club

The Rotaract Club organized visits to orphanages to help people in need and distress. Other activities include donation of cash to Blind Association, cleaning activities in association with Nizhal Association, Walkathons for health awareness and tree plantations.

Kalam Club

The Club celebrates Dr Kalam's Anniversary his birthday and creating literary awareness among youth by conducting various events such as poem writing etc, in order to bring Dr. Kalam's thinking to come true.

Nature Club

The Nature Club of the college organises awareness programs for nature protection, saving oceans, abandoning plastics usages, field trips to Marsh lands and Eco parks

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/3.4.1-3.4.3-Extension-service-units.pdf
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

0

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

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

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

41

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

640

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

10

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

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

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

4

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 college has adequate infrastructure as follows

- **College is spread over 2.5 acres of land:**
- **41 spacious classrooms with 720 Sq feet each**
- **Microbiology labs with a capacity of 50**
- **Electronics lab with a capacity of 32 with AC discussion room**
- **2 computer labs with 94 systems, 1 server-Equipped with high configuration with licensed software with LAN and power back.**
- **Physics /Microprocessor lab with a capacity of 50**
- **PG information technology lab with 5 systems with advanced configuration, and speed internet connectivity and a server room**
- **Visual communication labs include – drawing lab ,multimedia lab, photography lab, FCP room, Audio suite and video suite, Preview theatre.**
- **Biotechnology labs well equipped with advanced technology**
- **Staff rooms with intercom facility, computers, internet connectivity and printers.**
- **An AC auditorium (400 Capacity) with projector and internet connectivity**
- **AV room/seminar hall (100 capacity)**
- **Commerce lab for business activities and banking operations.**
- **Language lab for soft skill training**
- **The college library and E Resources centre has a total area of**

- **3600 Sq feet with WiFi facility**
- **Exam room and Student's council room, women lounge and health room**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/4.1.1-Physical-faciltities-for-academics.pdf

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

Sports and Games

- **A qualified physical director, Asst physical director and a physical instructor to train students from 6 to 8 am.**
- **College sports grounds are spread over 4 acres adjacent to Adyar river.**
- **Internal ground is a multipurpose area for practicing throwball, badminton and tennikoit**
- **Cricket ground with pavilion and 5 different nets.**
- **Space for football, handball, kabaddi**
- **Volleyball court**
- **KhoKho court**
- **Athletic events – 200 metre Non-standard track**
- **Indoor sports room for chess, carom, table tennis**

Mini Gym

The college has a mini gym with 3 station equipment, and it acts as a sports recreation room.

NCC

A separate room with internet, systems is provided for NCC cadets

Yoga

The multipurpose millennium hall is used for yoga organized with the help of Brahma Kumaris .

Culturals

The fine arts club conducts various cultural events and organizes college cultural fest. Two discussion rooms, one for culturalspreparation, and another is allotted for council members and participants discussion. The events are conducted in Open Air Theatre, Dr. MeenaMuthiah AC auditorium and Audio visual room with high end audio equipment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/4.1.2-Physical-faciltities-for-sports-culturals.pdf

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

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/4.1.3-Classrooms-Seminar-Halls-with-ICT-Facilities.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

24.86

File Description	Documents
Upload any additional information	[View File](#)
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 college is unique in maintaining library resources with a central and a department library.

The college has a central library with 3600 sq. ft and is open from 8.15 am to 4 pm on all working days. The library is partially automated with Easy lib software with a complete catalogue of the books available.

From the Year 19-20 foot fall of the students entry is recorded through Bar-coding. There are 5 separate systems for students and faculties to access and use for online reference.

The department library is an unique concept – direct access of books from the department . The department library consists of textbooks, question banks, reference books which are given to the needy students then and there. Due to this facility, the students have a clear understanding of what book to refer or read and the same is discussed with the course instructor.

To encourage the active usage of the Library, the best Library user award is awarded to the student at the end of every year. It is awarded based on Foot fall and effective utilization of the library by the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://krmmc.edu.in/wp-content/uploads/2022/02/4.2.1-LMS-final.pdf

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	A. Any 4 or more 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)

0.57

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

4.2.4 - 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

4.26

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Due to pandemic period, the classes were conducted through online mode. To facilitate the conduct of online classes the band width of Internet was increased from 80MBPS to 130MBPS from September 2020.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/4.3.1-ICT-Updation-internet-bandwidth-2020-21.pdf

4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	View File
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	View File

4.4 - Maintenance of Campus Infrastructure

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

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

87.80

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.

General Maintenance

- **Land/buildings, lift and entire infrastructure is maintained by the managers through an engineer and his team.**
- **An Internal Auditing Committee consisting of staff members are assigned by the Principal every year**

Library

- **Library functioning is taken care of by the librarian and the library Assistant.**
- **Library committee discuss the periodic requirements related to books/ journals**

Laboratory -

- **Labs are maintained by the respective departments A stock register is maintained in the lab. The Lab Assistant takes care of lab equipment.**

Computers

- **The overall system and server are maintained by lab assistant and a system administrator. UPS is annually maintained for the system through Integratti Power Systems.**

Sports

- **A Sports Committee is formed every year consisting of a senior faculty and IQAC Director along with the Physical Directors.**

General

All classrooms, laboratories are maintained by the management. Water and Air conditioners services are done by Air Tech Multi Brand Air conditioners Elevator maintenance. Repair and services are carried out by Kone Elevator. RO plant maintenance done by Sapthashwara water. CCTV is maintained by MoonStar. Solar plant is maintained by SRM Technologies Private Limited. Fire extinguishers maintenance is done by Prathan Fire

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/4.4.2-procedures-pollicies-and-maintenance.pdf

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

82

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to Institutional website	http://krmmc.edu.in/wp-content/uploads/2022/02/5.1.3Capacity-building-and-skills-enhancement-initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

904

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

904

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	D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
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

25

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

57

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	[View File](#)
Details of student progression to higher education	[View File](#)

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

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

3

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

5.3 - Student Participation and Activities

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

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

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/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)

The student council -" Dhruthi" has a President, Vice President, General Secretary, Association Secretaries of all department associations, Sports, Fine Arts, and Extension Units who are nominated by the departments.

2. The students of different departments are formed into groups for organizing and participating in fine arts, cultural activities, sports, extension services and various committees. Annual Inter-Department Techno Cultural Fest- Indhradhanush is organized by the student's council. Students are represented in Discipline, Grievance and Anti Ragging cells under the Director of Student Affairs..

3. Students nominated act as class representatives and execute assigned responsibilities related to the class. Students designated as LEAP leaders help their teammates learn and complete their academic related works.

4. Student council works towards the vision of the college in coordination with the administration and management through which they get trained to be leaders of tomorrow.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/5.3.2-students%E2%80%99-representation-and-engagement-in-various-activities.pdf
Upload any additional information	View File

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

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

268

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

Foot Prints, the Alumni Association meet is held annually on August 15th. The preset agenda is discussed during the meeting. During the pandemic period the college conducted the meet online for their respective department alumni through a Google meet platform.

Forms of Alumni support to the college:

• Contribution towards fees to the needy students.

• Alumni of the Corporate Secretaryship department have created an endowment fund in the name of Late Mrs. Meenakshi Murali, Former Assistant Professor of the department.

• Alumni have created an endowment fund in the name of Late Dr.Mrs.S.Santha former Assistant Professor of the Department of Tamil.

• The Alumni of Corporate Secretaryship have created awards for the Best Students/leaders from their department.

• Alumni provide references for placement opportunities.

- They help to organize events and are guests for the program and activities.

- They also organize workshops and provide hands-on training to the students.

- Alumni donate old books to the department.

- They network at the department level in intervals and provide valuable suggestions and support to their respective departments and to the college.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/5.4.1_Other-Alumni-contributions-final-.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution functions with an aim of making the younger generation TECHNOSAVVY, SOCIALLY EMPOWERED AND RESPONSIBLE CITIZENS to make the institution a CENTRE OF EXCELLENCE IN EDUCATION

The vision statements impart moral values with the best of education fused with National pride and patriotic values, to make the student globally competent.The college governance under the Principal works on the perspective plans for each year towards institutional growth. Based on the feedback given by the IQAC the college prepares the plan and all the programs or activities are planned and executed according to the plan.

The Internal Planning and Monitoring Committee helps in planning and evaluating academic process. The faculty members are part of the planning process through its representative members from each department. The review of academic process like teaching learning and enrichment are routed through the IQAC by the members convened under various committees. Student council also actively involves themselves in the programs undertaken and makes sure of maximum participation

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.1.1-vision-and-mission.pdf
Upload any additional information	View File

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

The college management grants autonomy to the Principal in academic governance. THE ACADEMIC ADMINISTRATION HAS A VERY CLEAR AND CONSISTENT STRUCTURE FOR DECENTRALIZATION AND PARTICIPATIVE MANAGEMENT.

The process of academic administration involves Secretary for the approval of staff appointment as and when required by the Departments.

The framework of academics includes Academic Planning and Review team with Principal, Vice Principal, IQAC and Directorate of Academics, Heads of the Departments who decide on planning and execution for excellent curriculum delivery.

Before the commencement of the academic year, the Heads of the departments plan the work load, staff requirement and course instructors.

The Course instructors prepare the semester plan with both teaching and assessment methodology, checked by the HODs and submitted to the Academics wing. The workbooks contain the syllabus, Course outcomes which are prepared by the corresponding staff, worksheets based on the units and also a question bank. The semester plan for 2020-21 was communicated to the students through online mode.

Feedback from students is got by IQAC and Academics wing. Due to

Covid pandemic feedback was not effectively done. Exit interview on the overall academics was done online for all the final years.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.1.2-Decentralisation-and-Participative-Management.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has Teaching and learning Mechanism and Research opportunities as one of its strategic planning. Due to Covid 19, academic wing along with IQAC recommended on various inputs on online teaching and use of new methodologies too.

Based on the suggestions more avenues for the usage of ICT methodology on a larger scale for transfer of knowledge were implemented for online and offline sessions.Faculty explored the various tools available to them and also there was a need to learn more technologies and it was quickly adapted by all the faculty members.

The institution has a MoU with ICTACT, which enables faculty of the institution to participate in FDP organized by ICTACT with waiver of registration fee.This year too staff attended various workshops on Digital Learning, Python Programming etc.

IQAC and Special Initiative Cell KREEM jointly organized 5 Day hands on training on Video making, Jeopardy Lab, Kahoot, Edmodo Class. In addition to it Workshop on creating Google sites, Google Forms and organizing Google Meets were also conducted.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.2.1-Institution-strategies-and-perspective-plan.pdf
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.

The Secretary and Correspondent governs and guides on the overall administration of the college.

The GOVERNING COUNCIL is an advisory board with representative from the affiliating University

Service rules and regulations are clearly stated in the handbook and informed to the faculty who join service.

The Principal is the academic and administrative head of the institution.

The Vice Principal assists in all the administrative matters.

The IQAC is active in monitoring the quality initiatives of the college. It conducts quality checks internally in the form of academic and administrative audit, prepares AQAR and submits it to NAAC every year and is responsible for participation in NIRF too.

The college internal governance has The Directorate of Academics, Directorate of Student Affairs, Heads of the Department, Centres and Cell for Placement, Research and Innovation, Entrepreneurship Management, Extension Services and Outreach Units, Quality Assurance, Women Forum, Sports and Fine Arts. Student council is an energetic team to coordinate with the respective centres for accomplishing the activities.

Each centre has faculty members as coordinators and all work towards vision of the institution.

Principal Office and finance administration comprises of Admin and

Accounts head, clerks, lab & technical assistants and support staff.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.2.2-functioning-of-the-insitution.pdf
Link to Organogram of the institution webpage	http://krmmc.edu.in/wp-content/uploads/2022/01/2a02c49f-491c-4038-af3b-96534c159a27.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching

- **Faculty are given On Duty permission for career advancement to attend workshops, conferences and seminars.**
- **Registration Fee waiver for those who attend the FDP programs organized by organizations in which the institution is a member..**
- **Time relaxation is given for staff whose wards are appearing for Board examinations**
- **Sick leave for faculty were also considered**

Non- Teaching

- **Uniforms are given for class IV staff**

Common Welfare Measures

- **Provident Fund**
- **ESI**
- **Emergency Sick leave**
- **Gifts for Diwali**
- **Annual casual leave 12 days**
- **Medical leave for deserving candidates after the approval of the management**

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.3.1-WELFARE-MEASURES.pdf
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

22

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

24

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

Self Appraisal

Self Appraisal provides the individual with a window to appraise oneself in an unbiased manner and to excel in their strengths and work on the areas which require improvement. IQAC of the college under the guidance of the Principal conducts Faculty Self appraisal

annually. This year too it was conducted on online. The appraisal
was analyzed by IQAC and a report was submitted to the Principal.

Department appraisal

In addition to the individual appraisal, Principal also conducted
Department Appraisal. The department was evaluated on the seven
criteria of NAAC. Also the department faculties were evaluated.
After meeting all the faculty of the college Principal released a
report on the department and the faculty where in the strong points
of the faculty and the areas which needed concentration were
highlighted by the Principal.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.3.5-APPRAISAL-SYSTEM.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal Audit

- The budget allocated is checked and funds generated are properly utilized.
- Statements of finance are certified by the authorized person
- No audit objections are raised
- Flexible finance system maintained
- The utilization of the fund monitored by the finance committee of the management
- Detailed statement of accounts with supporting bills/vouchers for all the transactions checked, verified by the finance committee of the college.
- Consolidated statement of receipts and payments, deficit or surplus of the budget, if any is submitted duly signed by the principal.

External Audit

- Annual External financial audit is conducted by a firm of auditors M/s Subramanyam& Co. during the month of April/May.

Audited statements and reports are collected every financial year

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.4.1-Auiditors-report.pdf
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)

o

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

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

Mobilisation of funds

- **The major source of revenue for the institution is the fee collected from the students.**
- **The fee collected is deposited in the bank account and also in FD schemes.**
- **Funds are mobilized from Sale of Admission Form/Collection of Registration fee**

General Optimum Utilization Strategies

- **All the departments are allotted with budget which is sanctioned after the approval of the Secretary.**
- **As a self financing college, salary is disbursed from the funds generated**

- **Budget is allocated for all the academic related activities by the Principal in consultation with the heads committee and special team at the beginning of every year. This includes funds for departments, clubs and associations too.**
- **Purchase of equipment for labs, lab expenses, sports and stationery are done based on the budget proposal from the annual budget approved by the Secretary.**
- **Library is upgraded by purchase of text and reference books based on the change in syllabus/ curriculum**
- **Budget is allocated also for college improvement scheme which includes the purchase and annual maintenance of college infrastructure**
- **Funds from various organizations are used effectively for the purpose and accounted for audit.**

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.4.3-Mobilisation-and-utilisatioin-of-funds.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Practice 1. – Quality Coordinator

This academic year the concept of quality coordinators by IQAC to act as internal academic audit was introduced. The primary role of the Quality Coordinator (QC) was to evaluate the comprehensive performance of the department on a month on month basis.

QC evaluated the departments and presented a consolidated report on the department for the period June 2020 to November 2020.

A report was submitted to the Principal and also to IQAC by the QC. A copy of the same was given to the departments and these observations provided the departments an opportunity to evaluate themselves.

Practice 2. – Foil Card

Due to pandemic, the college conducted the Continuous Internal

Evaluation in an online mode. The students submitted the answer papers for the mail-id created by the departments for exam purpose. The evaluation was done by staff online. The concept of foil cards was introduced to provide transparency in evaluation for the entry of marks.The Quality Coordinators counter checked the marks evaluated in the foil card and the answer sheets. An image of the foil cards after getting Principal's signature was sent to the respective department's mail and also to IQAC mail.

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.5.1-Quality-Assurance-Strategies.pdf
Upload any additional information	View File

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

The faculty have been incorporating ICT methods, prior to online classes, like youtube videos, Powerpoint presentations, usage of TORA software for teaching the students. But with the spread of the pandemic, online classes became the new normal and faculty had to supplement their teaching methodology by more ICT tools. Hence, IQAC, motivated staff to attend workshops on ICT teaching methodology and equip themselves in a better manner.

Initiatives by IQAC after review of the teaching methodology

- Motivated staff to attend FDP on Digital learning
- Organised an Orientation for faculty on the conduct of Google and Google classroom
- Organized a five day orientation programme in the month of October on ICT tools with in house trainers
- Hands on Training on construction of Google sites.

After the training programme, staff were given exercises on the topics taught to evaluate the level of understanding and how much they were benefitted by the knowledge sharing sessions.

The review on lesson plans clearly proved an increase in the tools used by the staff.

List of ICT tools

- **Jeopardy labs,**
  - **Kahoot,**
  - **Online virtual Graphs,**
  - **Online Whiteboard,**
  - **Free Network software were extensively used by faculty**

Incremental Improvements - increase in online methods of teaching and learning

File Description	Documents
Paste link for additional information	http://krmmc.edu.in/wp-content/uploads/2022/02/6.5.2-Instituional-review-of-teaching-and-learning.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	http://krmmc.edu.in/wp-content/uploads/2022/02/KRMMC-Annual-Report-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
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

The College is a co-educational college with 45 percent female students. Efforts have been made to put in place gender-sensitive programming. For final year English Literature students, the Department of English offers a Women's Writing Course. Women's activities are organised by the NSS Unit, Rotaract Club, and Sahasra -Women Forum.

The college has a good surveillance system in place, with 32 CCTV cameras strategically positioned. Security staff work in shifts to guard the main gates. The physical directors, as well as the faculty, are responsible for ensuring safety.

Mentors are assigned to students to help and guide them in personal and professional matters, and counselling is provided based on the needs of the students.

In campus, there is a Women's Lounge exclusively for women. For the convenience of women in college, a napkin vending machine has been installed in the lounge.

A common health room is also available on campus for everyone's use.

File Description	Documents
Annual gender sensitization action plan	http://krmmc.edu.in/wp-content/uploads/2022/03/Gender-sensitisation-Action-plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://krmmc.edu.in/wp-content/uploads/2022/03/7.1.1-revised-final-to-website.pdf

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

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

1. Solid waste management:

- College uses ERP, an easy attendance software in order to reduce the usage of paper.
- As part of an ISR project, Department of Commerce students collaborated with an NGO to launch the GIVE PAPERBACK DRIVE, which collects discarded papers and student-used notebooks and delivered them for recycling.
- Vermicomposting is done by the Department of Microbiology for using solid waste.

2. Liquid waste management:

- Waste water from Reverse Osmosis is diverted to plants in the premises
- All liquid waste is connected through the drainage pipes to the main sewage of the Corporation of Chennai.

3. Biomedical waste:

Pathogenic organisms are decontaminated in Petri dishes with wet heat in the autoclave and then flushed down the drain. Surgical wraps, Culture tubes, Blood vials, Absorbent material, and Pipette tips are wrapped in newspapers and disposed of in common waste disposal receptacles.

4. E waste management:

There is an E waste collection point in the college where all the e waste like discarded spare parts of computers, keyboards, batteries, and electronic equipment are collected periodically. The Collected E-Wastes are acquired back by the management and given for reuse and recycle

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	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	**C. Any 2 of the above**

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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	View File
Any other relevant information	View File

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

C. Any 2 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	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The institution admits students from a wide range of socioeconomic

backgrounds which ensures that there is equality and harmony on campus. The idols of many religions are erected on the porch to foster communal and religious harmony among the stakeholders and to mark it. The student council commemorates important religious occasions such as Ganesh Chaturthi, Onam,, Dussehra, Christmas and Pongal, A special permission is given to Muslim students for going to mosque on Fridays during their prayer time. During the month of Ramzan and on all Fridays, a space has been set aside on campus for Muslims to pray.

Every department in the college is encouraged to initiate activities in the form of ISR activities and activities of the extension services units in order to foster inclusivity in both the environment and the neighborhood community. These events assist students in serving the community, understanding their part in its upkeep, and honing their leadership and organizational skills

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	View File

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

The institution conducts and commemorates a variety of events and occasions in order to inculcate in its students and employees the two essential duties outlined in the Indian Constitution: moral and civic duty.

The activities are planned by the various departments and extension units. The college celebrates days like as Independence Day, Constitution Day, Voters Day, Youth Day, National Integration Day, National Unity Day, World Environment Day, etc to impart values in students to make them responsible citizens. The students and employees of this institution have understood the significance of the constitutional responsibility that every citizen should have as a result of these activities. To enhance awareness of constitutional rights and obligations, competitions, workshops, and awareness campaigns are held. This year due to the Covid 19 Pandemic, the activities were conducted in hybrid mode.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://krmmc.edu.in/wp-content/uploads/2022/02/7.1.9-final.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts 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	**B. Any 3 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	View File

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

Throughout the year, the institution commemorates national and international remembrance days, events, and festivals. The college's departments and extension services units organise activities related to the college's days events and festivals. The college's festival committee is in charge of overall festival celebration and coordination.

Online quizzes, webinars, online campaigns, surveys, essay writing, group discussions, ppt presentations, video presentations, photo collage, poster presentations, Video Lecture and Pledge, E-quiz, and online cultural activities such as singing, solo dancing, video

screening, and pencil sketching were all held. For festivals like Christmas and Pongal, campus celebrations followed the covid 19 SOPs.

All of the events are planned with the goal of increasing environmental awareness, instilling national pride, and instilling a sense of patriotism. All of the programmes are designed to promote environmental awareness, national pride and patriotism, women's empowerment and freedom, and national integration and unity. Students learn social responsibility as a result of these activities.

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	View File
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-I

Online mode adaptation for teaching, learning and student support was initiated with a goal of managing the Covid 19 pandemic situation optimally. Online classes, teaching and evaluation techniques were effectively used for the academic support of the students. For the personal support and development of the students, online mentor meetings, PTA meets competitions and programmes were organized. This practice has helped in adapting and resolving of issues to effective teaching learning methods and students support mechanism.

Best Practice –II

The purpose of AURORA- GET SET CHANGE is to foster in students a consciousness of societal responsibility. The college's primary objective and most important core value is to inculcate societal values in every student so that they become responsible citizens.

Since 2018-19, each department has been encouraged to adopt an

initiative as an ISR effort to help the local and surrounding communities. Even with the Covid 19 scenario, the activities were planned to be run as efficiently as feasible this year.

File Description	Documents
Best practices in the Institutional website	http://krmmc.edu.in/wp-content/uploads/2022/02/criterion-7.2-header.docx.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

The college's focus and priority are to help students become self-reliant and instil societal values so that they can be responsible citizens and make significant contributions to society in their own capacity. Throughout their years of study, students participate in a variety of training and development programmes in order to become self-reliant. In addition to basic academic skills, it enables students in developing professional skills. Because of the pandemic, the pre-placement training - Campus to Corporate and other capacity building programmes were organised online for the students.

The college carries out numerous ISR initiatives through departments under the banner Aurora-Get, Set, Change and Community development programmes through the college's extension units to make students socially responsible. Even in the midst of the Covid 19 outbreak, the departments and extension units have made serious efforts to carry out ISR activities that are practically possible.

All through the year a total of 52 events were organised related to vision and thrust of the institution. The students and faculty enthusiastically participated and organised the events.

Recognizing that change is the only constant, the college responds rapidly to the changing circumstances and optimizes its efforts to strengthen its core values and thrust areas

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

- **Restructuring and Reengineering IQAC**
- **Enrich the Academic Monitoring Committee – towards interdisciplinary courses, value add on certification courses for each semester and also effective programs on cross cutting areas**
- **To concentrate on enrolment with student diversity**
- **Training and Development wing will be created - Teacher development programmes particularly for the use of ICT particularly in MOOCs and LMS for effective teaching-learning, research methodology and mentoring will be organised**
- **Training / capacity building programmes for the non-teaching staff will be arranged**
- **Promotion of Research activities in a effective manner, Innovative eco system with Innovation and incubation cell**
- **Entrepreneurship Development Cell will be given a face-lift with more of activities for students to make them future entrepreneurs**
- **Increase in Research Publications and Books will be done**
- **Programs towards enhancing Research ,IPR will be organized**
- **Effective national and international linkages and MOUs will be initiated**
- **Library resources with digital world will be revamped**
- **Capability enhancement programs as a scheme will be introduced effectively for all the students**
- **Improve the alumni engagement in Institutional development**
- **Academic Audit, and other audits will be planned and conducted.**