



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>D.K.M. College for Women</b>
• Name of the Head of the institution	<b>Dr. P.N. Sudha</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone No. of the Principal	<b>04162263600</b>	
• Alternate phone No.	<b>04162260550</b>	
• Mobile No. (Principal)	<b>9842910157</b>	
• Registered e-mail ID (Principal)	<b>info@dkmcollege.ac.in</b>	
• Address	<b>No. 57, D.K.M College road, Sainathapuram, Vellore</b>	
• City/Town	<b>Vellore</b>	
• State/UT	<b>Tamil Nadu</b>	
• Pin Code	<b>632001</b>	
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>01/06/2007</b>	
• Type of Institution	<b>Women</b>	
• Location	<b>Rural</b>	

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Dr. R. Padmaja				
• Phone No.	04162263600				
• Mobile No:	9444271013				
• IQAC e-mail ID	naac.dkmc13@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/08/AQAR-2019-20.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/08/AQAR-2019-20.pdf</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/11/2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/11/2020-2021.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.69	2009	29/01/2009	28/01/2014
Cycle 3	B	2.71	2016	19/02/2016	18/02/2021
<b>6.Date of Establishment of IQAC</b>			02/06/2003		
<b>7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
D.K.M College for Women	DST-FIST	DST	06/08/2018	9500000	
<b>8.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the composition of the IQAC by the HEI	<a href="#">View File</a>				

<b>9.No. of IQAC meetings held during the year</b>	<b>10</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>IQAC had successfully organized Faculty Development Programmes to make the faculties aware of NAAC new guidelines on the topic "Governance and best practices in Autonomous Colleges".</li> </ul>	
<ul style="list-style-type: none"> <li>IQAC also provided specific training to all faculties about ICT based teaching, learning and evaluation and Outcome based education to work satisfying the pandemic hitches.</li> </ul>	
<ul style="list-style-type: none"> <li>IQAC in coordination with MHRD-IIC and NISP, is conducted a series of webinars including Intellectual property rights, Start-ups and Innovations, Opportunities for budding entrepreneurs, Women - Born to win, Promoting rural entrepreneurship culture, Go-Green, Instrumentation, Self employment opportunities for women, Plan for a start-up legal and ethical steps, Need and importance of women entrepreneurship.</li> </ul>	
<ul style="list-style-type: none"> <li>IQAC encouraged all the departments to make students to participate online internship/training programmes during the pandemic period. 210 students from Computer Science and Microbiology completed their internship project.</li> </ul>	
<ul style="list-style-type: none"> <li>IQAC along with MHRD-IIC and NISP had created start-up groups such as Artificial Jewellery making, Mushroom cultivation, Cosmetics, toiletries, Fish farming, Herbal gardening, Vermicomposting, Web designing for both UG and PG students of various departments to create an entrepreneurial culture.</li> </ul>	
<b>12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:</b>	

Plan of Action	Achievements/Outcomes
Planning to conduct Faculty development Programmes an ICT.	120 faculties have attended and benefitted through the FDP on ICT.
Planning to provide training on OBE pattern of evaluation.	All the faculties successfully attended and gained knowledge about OBE evaluation.
Planning to organise various webinars for the benefits of students.	34 Webinars/workshop, Hands on training have been conducted by various departments. 14 Webinars/workshops were conducted by MHRD-IIC and NISP
During covid period, planning to introduce online Internship programme.	210 students from Computer Science, and Microbiology have successfully, completed Internship Programmes.
Planning to create an interest to the faculty for attending more FDP and Webinar, to enhance their skill improvement.	Faculties enthusiastically participated in 1300 online Webinars, Quiz's, FDP's, Workshops, Hand-on-trainings, and Certificate courses.
Proposed to create IIC project groups to impart are entrepreneurship training to the students.	Through MHRD-IIC had created start-up groups such as Artificial Jewellery making, Mushroom cultivation, Cosmetics and toiletries, Fish forming, Herbal gardening, Vermi composting, Web designing for both UG and PG students of various departments to create an entrepreneurship culture.
Planning to conduct webinar related to IPR through NISP.	Organized webinar on IPR, many students have attended training and benefitted.
<b>13. Was the AQAR placed before the statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name of the statutory body	Date of meeting(s)
<b>GOVERNING BODY</b>	<b>20/04/2021</b>
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Year</li> </ul>	
Year	Date of Submission
<b>2020-21</b>	<b>09/04/2022</b>
<b>Extended Profile</b>	
<b>1. Programme</b>	
1.1 Number of programmes offered during the year:	<b>48</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2. Student</b>	
2.1 Total number of students during the year:	<b>3652</b>
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2 Number of outgoing / final year students during the year:	<b>1360</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	<b>3312</b>

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>797</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2 Number of full-time teachers during the year:	<b>125</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3 Number of sanctioned posts for the year:	<b>142</b>
<b>4.Institution</b>	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	<b>1147</b>
4.2 Total number of Classrooms and Seminar halls	<b>83</b>
4.3 Total number of computers on campus for academic purposes	<b>325</b>
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	<b>6,50,73,663</b>

**Part B****CURRICULAR ASPECTS**

## 1.1 - Curriculum Design and Development

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

The Curriculum is developed, considering the regional and global needs that are reflected in Programme Outcomes, Programme Specific Outcomes and Course Outcomes of the various Programmes, to develop global competencies in employability, innovation and research among students. The department of arts educates students to excel in language, literature, soft skills, accounting and business legislation, political and cultural developments. The Department of Mathematics and computer science helps students acquire mathematical thinking and to implement effective Technology solutions. The general science, life science and home science departments provide students with up-to-date knowledge about the diversity of animals and its significance, the role of microorganisms in ecosystem, types of macromolecules, their metabolic pathways, nanotechnology, food as a science and the palatability of nutrients etc. Courses like the Self Study Paper enable the students to study using the wide range of resources. Student projects and value added courses provide students with hands on training. The curriculum for UG and PG are framed in such a way that the students will be able to face various competitive examinations. On the whole, the Curriculum is designed to meet the current needs and provide the necessary skills for employability.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://dkmcollege.ac.in/syllabus/">https://dkmcollege.ac.in/syllabus/</a>

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

28

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

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

887

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

## 1.2 - Academic Flexibility

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

0

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

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

28

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment



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

Courses like Environmental science and Value Education, Human Rights, Professional Ethics, Water Analysis and Treatment, Green Chemistry, Environmental Chemistry, Public Health and Hygiene and Business Ethics that are included in the curriculum and the Equal Opportunity Cell ensure that there is an integration of ethics - professional and personal- , gender awareness and sensitization regarding the environment. Thus the students have the ability to identify the values embedded in society, achieve a level of objectivity and arrive at reasonable solutions to various issues that they may encounter at different developmental stages in their future. They are also taught not to compromise on ethics in their professional and inter-personal interactions and a responsible harnessing of technology that is indispensable in the digital era.. Most importantly, the students are taught the importance of conserving our resources, recycling and waste management and the safeguarding of our environment. They are sensitized to gender equality and the related issues that are common in our society, the rights that are fundamental to all and the importance of being active against the violation of any form of injustice perpetrated on human beings making them proactive agents of social change.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

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

37

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

3332

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

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

2563

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4 - Feedback System**

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

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://dkmcollege.ac.in/feedback/">https://dkmcollege.ac.in/feedback/</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - The feedback system of the Institution comprises the following**

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://dkmcollege.ac.in/feedback/">https://dkmcollege.ac.in/feedback/</a>
Any additional information	No File Uploaded

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

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

1169

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

1169

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

Remedial Classes are conducted with an aim to improve the academic performance of the slow learners. Remedial class have been conducted after college hours for slow learners. This practice helps the struggling learners to improve subject knowledge and helps them catch up with their peers. The departments also conduct retest for the students who has secured low marks in the exam. Bilingual explanation and discussions are imparted to the slow learners during remedial hours for better understanding. Academic and personal counselling are given to the slow learners by the tutors. Beside this our college counselling centre also helps the slow learners to

overcome their academic and personal problems which results in the betterment of the student's ability.

Advanced learners are encouraged to enroll in MOOC Courses - Swayam/NPTEL and they are also provided with coaching classes for IAS /TNPSC/NET/Bank and other competitive exams. Students are encouraged to participate and present papers in various Webinars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges to develop their communication skill, personality, and for coping up with the stress level.

The academic achievements of the students are highly motivated by providing them cash incentive during College Day and teachers day every year.

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

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
27/11/2020	3652	125

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

The teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning and so on. The conventional method is commonly adopted by all the teachers, especially language teachers.

Experiential Learning provides opportunities for students to engage intellectually, creatively, emotionally, socially and physically. Computer Science, Commerce, Chemistry, Zoology and Foods and

Nutrition, Biochemistry, Biotechnology and Microbiology demand project - based Learning for UG students and all the PG courses have project work in their final semester. The teachers are the guides to the students in the process of preparation of project reports. Students are encouraged to take up innovative projects and mini projects. Practical courses like (laboratory) including virtual labs are made compulsory in the curriculum.

Learner centric teaching methods such as group work, role play, project work, field visit, industrial visits, case study, debates, seminars, presentations and guest lectures have been organized to make teaching and learning more effective. Institution has a club/ association for every department which organizes number of student centric activities which enhance the learning experiences.

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

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

ICT tools have been used to improve, transmission of information and application of modern teaching methodology which make education more interactive and collaborative process. Faculties provided with institutional mail Id which enabled them to record the online classes

During Pandemic, faculties had been conducting online classes through various online platforms like Google Meet, Google Classroom and recorded lectures, materials and You tube videos were sent through Whats App. ICT tools like Graphics Tablet, Google Jam board, Online Java Compiler and Online HTML Compile were also used.

November 2020 exam has been conducted through online mode in MCQ pattern and April 2021 Exam through online mode in descriptive pattern. Students submitted their answer scripts through Google class room and evaluation has been done through Kami Extension.

Internet and Wi fi facility is made available to students free of charge all over the campus to access information. Department of English and Computer science use language labs to fortify knowledge

acquired in class. Smart class room has been used to enhance learning

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://dkmcollege.ac.in/video-lecture/">https://dkmcollege.ac.in/video-lecture/</a>
Upload any additional information	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

125

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	No File Uploaded

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

The purpose of an academic calendar is to remind students, teachers, and staff of important dates throughout the semester and year. It is also beneficial to prospective students, alumni, and parents. Our college establishes an own academic calendar includes information regarding students bio data, vision , mission of our college, quality policy, campus culture, profile of our college, courses offered, college committees, library information, infrastructure facilities, endowment awards ,fees structure, scholarships, Examination and evaluation process, code of conduct, Research policy, Facilities for students progress, teaching days, semester wise academic calendar, these information will helps the faculty and students to undergo as per the schedule specified in the calendar. The dates of the following activities such as ward tutor meeting, parent teachers meeting, commencement of continuous assessment and model exam, date of submission of assessment and internal marks, working days and holidays are also mentioned in the academic calendar in order to facilitate the preparation well in advance. This year due to Covid situtaion few programme had to be conducted on dates other than the planned dates.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

125

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

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

54

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

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

125

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 2.5 - Evaluation Process and Reforms

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

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

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

0

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

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

The Continuous Internal Assessment for Odd and Even semester was conducted through online mode by the faculty for their respective subjects to give the internal marks for the students.

As per the resolution passed in the Examination Committee Meeting on 05.12.2020, Odd Semester Examination was conducted in online mode through Google Forms in Multiple Choice Questions (MCQs) pattern. The Odd Semester Examination was conducted for 75 marks with 75 MCQs for theory papers and 65 MCQs for Accounts based papers.

Even Semester Examination was conducted through online mode in descriptive pattern. COE Office sent question papers on the day of examination to the Department mail IDs. The written answer scripts were collected both by the Department and the COE office. The students submitted their answer script in the Google Classroom and a copy to COE office by email. Valuation was done by the staff members



in the google classroom and the valued answer scripts was shared with COE Office.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://dkmcollege.ac.in/examination/examination-system/">https://dkmcollege.ac.in/examination/examination-system/</a>

## 2.6 - Student Performance and Learning Outcomes

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

Course outcomes are framed for all the courses in the program based on Blooms Taxonomy which includes different levels such as Knowledge, Understand, Application, Analysis, Evaluation and Create which provides an important frame work for teachers to use to focus on higher order thinking. Every course was framed to develop the ability of the students both theoretically and practically. Students are emphasized with various course outcomes at the beginning of every semester.

Programme Specific Objectives, Programme Objectives, Course Objectives, Course Outcomes of all the disciplines are displayed in the College website for student reference.

Knowledge and skill that students acquire in their subject and also their capacity for critical thinking, are evaluated through Continuous Internal Evaluation, End Semester Examinations Assignment and Seminar.

During the introduction of each unit and after the completion of the unit, the course outcomes are reviewed. At the end of every semester departmental feedback regarding course outcomes were collected from all the final years to ensure whether the outcomes are met and the valid suggestions are taken into consideration for better curriculum enrichment.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://dkmcollege.ac.in/syllabus/">https://dkmcollege.ac.in/syllabus/</a>

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

With the help of course outcomes, the programme outcomes are assessed during continuous internal assessment exam and semester examinations and it can be evaluated through direct and indirect measures. Direct measures such as seminars, assignment, project, internship, viva voce, poster presentations, and end semester examinations. At the end of each semester, college conducts examinations based on the result published by college the course outcomes are measured. Indirect measures involves the collection of feedback from the final years students through google forms as well as the suggestions given by alumni and parents are also considered. Course outcomes are compared with the mapping stating strong, medium and low based on blooms taxonomy levels thereby each faculty assessed the Programme objectives, Course objectives in all the relevant subjects at the final examination results of every students thereby we can determine attainment of course outcomes.

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

### 2.6.3 - Pass Percentage of students

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

1315

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf</a>

## 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://docs.google.com/forms/d/1YzLGBFupSPvgMVmF76U-eOvcAhM2fdlLmTRZwzI9--Y/viewanalytics>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

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

Research is promoted at Department levels through curriculum based undergraduate and postgraduate research projects, mini projects and internship projects. Our College promotes research among faculties as well as students by providing suitable environment to do their research. Science Departments are equipped with DST-FIST lab, animal house and Mat Lab whereas Commerce have Commerce lab separately to continue their research activities. Research committee is playing a vital role in framing the college research policy, research ethics, PhD admission and so on. The committee comprises of a Core Group of 5 members and an extended group consisting of the Heads of every Department. The College also encourages the participation of faculty members in external seminars, conferences, workshops at national and international levels. It also helps in conducting Departmental Seminars and workshops having external participants and widening our network. The College also encourages staff and students to involve in research activities and also to take up funded research projects.

The research committee of the college is also involved in

- Motivating the faculties and students to learn with research mind

- Taking up sanctioned projects
- Proper documentation and
- Auditing

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://dkmcollege.ac.in/research-policy/">https://dkmcollege.ac.in/research-policy/</a>
Any additional information	No File Uploaded

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

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

0

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

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

3

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

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

98,00,000

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

#### 3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

#### 3.2.3 - Number of teachers recognised as research guides

31

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

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

2

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	<a href="#">View File</a>

### 3.3 - Innovation Ecosystem

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

The institution has created EDP cell and IIC which work to instil the knowledge about the entrepreneurship among the students. The cell conducted various seminars and workshops where students directly participated and learnt the mechanism of becoming an entrepreneur in female oriented businesses with less investment. To encourage high aspirants the institution has also announced that initial payment will be given to start up a venture by the students if the business idea is innovative and expected to take a rate of return in short notice.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dkmcollege.ac.in/innovation-cell-2/">https://dkmcollege.ac.in/innovation-cell-2/</a>

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

46

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

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

**B. Any 3 of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	No File Uploaded

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

**3.4.2.1 - Number of PhD students registered during the year**

**9**

File Description	Documents
URL to the research page on HEI website	<a href="https://dkmcollege.ac.in/all-research-departments/">https://dkmcollege.ac.in/all-research-departments/</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

49

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

#### 3.4.5.1 - Total number of Citations in Scopus during the year

52

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

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

#### 3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded



### 3.5 - Consultancy

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

23,425

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	No File Uploaded

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

0

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

### 3.6 - Extension Activities

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

Extension activities were organized through various service wings like NSS, NCC, YRC and Departments by free training, counselling, donation, health camps so on. The yoga and meditation club has conducted 12 days programme through Manavalaikalai Mandram trust, Sankaranpalayam, Vellore for the benefit of the students. Azhiar

Arivuthirukoil was arranged with DKM College Yoga and meditation club and participated in Guinness record event on spiritual meditation involving 1 Lakh volunteers. The Enviro club is supporting more than sixteen self-help group women for the improvement of their economic and social status. The NSS unit of the college involved in conducting stress management techniques to overcome these pandemic situations and also provided Folic Acid, Albendazole tablets to maintain balanced health. Psychology department had taken efforts to motivate the mentally retarded children with simple conversations and positivity at Missionary charity, Vellore and also donated Rs.5000 to the children residing inside the charity home. Webinars on the topic "Strategies to Business Owners during COVID 19", "Job Skills to Succeed in the Post Pandemic World", "COVID-19: Economic Opportunities and Challenges", were conducted. The IIC and NISP have conducted webinars intended to culture the entrepreneurship to sustain during pandemic.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/academic/newsletter/">https://dkmcollege.ac.in/academic/newsletter/</a>

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

01

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

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

02

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

108

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

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

228

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	<a href="#">View File</a>

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute provides state of art infrastructure and facilities for Teaching Learning process. Our institution has 75 class rooms, 19 well equipped laboratories. We have four smart class room and four conference halls with latest LCD projector, LAN connection for the computer, wi-fi for the participants, microphone & good sound system with soundproof wall. We also have IAS Coaching centre which offers free IAS Coaching for our Students. Nearly 35000 books, e-Resources (n-list Subscribed by institution) are there for students' usage in Centralized library. Digital library in the college helps students to access e-resources Language lab in campus supports students to develop their communication skills. To facilitate research in campus, Research lab DST-FIST lab, is established with WIFI connection and MATLAB licence Software. We also have a well-equipped computer lab which are used by the students for lab-based classes. Institute provides many other databases to the faculty members as well as students. It also provides different computing softwares, which are used by the students as well as faculty members for teaching, learning and research purposes. Outcome Based Education is introduced for all courses. Sixteen Students and two staff registered and participated in NPTEL and Swayam Courses during the academic Year 2020-21. .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/gallery/">https://dkmcollege.ac.in/gallery/</a>

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

The institute has both indoor and outdoor sports facilities. It has well equipped gymnasium in the campus. The college has volley ball court, Hockey field, Cricket ground, Kabaddi court. Among the indoor games, the students enjoy playing Badminton table tennis etc. The college has various sports teams representing the institution at district, state, and national levels for so many years. Separate coaches for special games are hired to train students throughout the year The players are provided with their respective protective sports gear and all the equipments needed to play the games in professional manner.

The institute has open and closed auditorium which are used by the students for organizing different cultural & social activities

We conduct yoga classes every year from 2007. Around 118 students actively participated in the practical yoga classes which are offered as a non major subject by the Physical Education department during this year.

The college has fine arts club which conducts various competitions every year which help the students to exhibit their talents.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/gallery/">https://dkmcollege.ac.in/gallery/</a>

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

09

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

Rs 1217336

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	No File Uploaded
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

AutoLib - The autolib software was fully loaded with the database of books (of all categories and subjects) and reference books. The users such as the faculty, nonteaching staff and all student's data base are also loaded. The autolib also provide various services such as cataloging module - to create databases for various types of documents and also users, Circulation Management System - to monitor all the transactions in a library such as issue, return, renewal, reservation, etc, Serial Control module - to maintain periodical subscription and management, Acquisition module - to procure various resources, Report Management System to generate various reports and statistics. The Admin module allows to set-up various parameters for library policies; rules and regulation related to transactions and other access facilities. Email, SMS integration facility is also available to alert users giving information about overdue of the documents borrowed by them and also other transaction. This automation was done last year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/library/">https://dkmcollege.ac.in/library/</a>

**4.2.2 - Institution has access to the following: e- A. Any 4 or more of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

**Rs.57,007.00**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

110

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.3 - IT Infrastructure

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

ICT policies includes the teaching and learning, expanding access to and reach of resources, capacity building, and educational system management. processes for digitisation, content deployment and administration, platform and process development for capacity development, and the creation of forums for interaction and exchange Code of Conduct for ICT Staff members This policy unifies the different duties of staff as defined by the college's Data Protection Legislation, Data Protection Policy, and email rules. This policy standards regarding electronic communication with students and parents, including the College SharePoint, social networking sites, and text messaging. The policy was created to safeguard employees from false accusations. Students Students log up using their own username and password. They must not reveal their password. Students may only use the College network for College approved purposes. During class hours, students must only use their personal devices to facilitate their study and not for any other purpose. Students must ensure that illegal access to their personal devices is prevented, as well as attempt to protect themselves from hackers and computer viruses. Students are not permitted to take photographs or video footage of other students or members of the faculty without their permission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dkmcollege.ac.in/ict-policy/">https://dkmcollege.ac.in/ict-policy/</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3652	325

File Description	Documents
Upload any additional information	<a href="#">View File</a>

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

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

A. All four of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/video-lecture/">https://dkmcollege.ac.in/video-lecture/</a>
List of facilities for e-content development (Data Template)	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure



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

23,46,588

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

The following are the procedures carried out by our institution for maintaining and utilising physical, academic and support facilities.

- The classrooms are maintained clean regularly by housekeeping staff and the classroom maintenance is monitored by administration department.
- Special attention is given to the washing and cleaning of rest rooms to maintain a hygienic environment.
- The students are engaged with mass cleaning on a specific day in order to make the students aware of Swatchitha policy.
- White washing and painting of work tables is done as and when required.
- Renovation and repairing process are carried for laboratories, buildings and toilets whenever necessary.

Repairs of electrical and electronic equipment are done regularly. These are monitored by lab assistants of each lab

All systems in FIST lab, language lab and computer science lab are serviced every year by AMC.

The instruments in various science labs also are serviced and repaired whenever necessary.

**Sports:** We have adequate sports facilities for indoor and outdoor games. Every year the damaged sports articles are condemned and new ones are purchased.

**Library:** During annual stock checking the damaged books are either repaired or stored specially if they cannot be repaired further.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1094

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

115

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://dkmcollege.ac.in/">https://dkmcollege.ac.in/</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

208

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

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

## 5.2 - Student Progression

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

264

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

326

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

03

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

## 5.3 - Student Participation and Activities

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

nil

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

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

Every year Student Council's was formed DKM College representatives actively participate in various activities. They help in coordinating all the events related to academics and other co-curricular Extra-curricular activities, as per the directives of teaching faculty. They do lot of academic administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students, Management and Students.

#### Contribution of the Student in Academic Administration

1. Coordination in day-to-day academic activities at their level
2. Coordination in communicating the information between students and Teaching faculty
3. Coordination in organizing Cultural events
4. Coordination in organizing Sports Games for the students
5. Coordination in arranging Industrial Visits for the students
6. Coordination in inviting the external guest speakers and organizing the Seminars Workshops.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

12

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 5.4 - Alumni Engagement

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

- Alumni Association of DKMC is not registered but it is actively functional.
- During the academic year 2020-21 the Alumini meetings were conducted by all departments in online mode on 30.01.2020.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

- The D.K.M College for Women exclusively provides educational services in Arts and Science discipline for the women students of rural area.
- The College vision for excellence in academics aims to develop a scientific temperament and facilitate an environment for knowledge, research, skill, self-reliance and humanitarianism

- that helps the students to build a caring and sharing society.
- The Management always encourages the involvement of the staff in the quality assurance, enhancement and developmental activities of the College by being members of bodies such as IQAC, LMS, Staff Council, as HODs, or as Coordinators of various committees, clubs and cells etc. The Management leads the Principal and staff, towards the fulfillment of the stated mission.
  - The Academic Council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Council approves the academic program of all Centers and provides directions for future academic growth and development.
  - The Finance Committee supports and supervises the raising of funds for the Institute's development and functioning; and also facilitates and monitors finances to ensure transparent and accountable governance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://dkmcollege.ac.in/vision-mission/">https://dkmcollege.ac.in/vision-mission/</a>

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

DKMC has adopted Decentralization and participative management in all academics, research, and outreach programs. There are 17 departments and several clubs led by committee members in the right way. DKMC motivates Admission Committee to maintain dogmas of admission every year. Procedural Admission of different courses conducted every year improves high standard of educational demand.

IQAC cell presided by a chief coordinator, followed by the Principal and staff members as committee members. IAQC serves as the backbone of the college, implementing the requirements of the UGC.

Anti Ragging Cell headed by the Principal, followed by the HODS and other members, Will monitor students discipline inside the campus.

Clubs like NSS, NCC, Rotract club, Youth RED Cross, and so on mold students as the best citizens of our Nation by attending training

and camps held at various localities.

Women Development Cell invites participatory service to the college and community. our Institution aims to visualize every woman is financially independent, culturally strong, and morally sound.

Staff Development Committee plays an active role for the growth of each faculty. Grievances Cell conducts frequent meetings.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

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

The institution stimulates faculty, students and research scholars to publish in peer reviewed journals with high impact factor.. The research committee guides the faculties and scholars to apply for various funding agencies including minor / major projects sponsored by DBT, DST, ICSSR and UGC to conduct workshops, conferences and seminars.

Library, ICT and Physical Infrastructure / Instrumentation: Our library is facilitated with wifi facility, e journals through UGC Inflibnet scheme, UGC INFLIBNET, N List programme is utilized. Digital Library. SWAYAM NPTEL courses are extended to all the students.

Admission of Students: The institution follows transparent admission procedures complying with the Government norms issued every year.

IQAC and the Staff council has successfully implemented OBE pattern of curriculum this year. Approval from both boards of studies and Academic council was received The syllabus was framed as per with the UGC and TNSCHE norms.

Teaching and Learning: The traditional classroom teaching is



supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, seminars, assignment, internship and industrial exposure. Examination and Evaluation: The college website [www.dkmcollege.org](http://www.dkmcollege.org) is effectively maintained and updated and provides the information about the Exam schedules.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Management is categorized as "ACADEMICS" and "ADMINISTRATION". Keeping in view all the stakeholders more on students an effective administrative system is structured. The Secretary is the administrative head of the institution. The Statutory Bodies are constituted and meetings are conducted as per the UGC, MHRD, State Government and University guidelines.

GOVERNING BODY-The main rolls of this body are Ratify Selections / appointments /medals and prizes Pass Annual Budget of the College Annual University affiliation.

SECRETARY-The Secretary of the institution looks after the Administration, development of education, growth & expansion of the institution. He can cause any action to be initiated which is required in his opinion for the promotion of the above subject matter to ratification by the Governing Body

PRINCIPAL-The Principal of the institution is to prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required. She provides leadership, guidance, and monitor all the academic activities with the affiliated university.

HEAD OF THE DEPARTMENT-All the head of the departments of our institute collect and verify the course material. They arrange Guest lectures, workshop & seminars, also monitor the departmental issues, attendance registers, worksheets and mentor/counseling report books

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://dkmcollege.ac.in/igac/organogram/">https://dkmcollege.ac.in/igac/organogram/</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The Institution has a firm belief that the welfare of the college depends mostly on its teaching and non-teaching staff of the college. As an institution dedicated for women's empowerment it provides various welfare measures to upgrade the professional and personal welfare of its teaching and non-teaching faculty.

1. Gratuity (Aided Only)

11. Maternity Leave

2. Pension (Aided Only)

12. Health Insurance (Aided only)

3. Commutation of pension (Aided Only)

13. Legal aid

4.Earned Leave encashment (Aided Only)

14. Permission to pursue higher studies

5.Un- Earned Leave encashment (Aided Only)

15. Training for improving ICT Skills

6. Interest Free Loan (Unaided only)

16. Office Filing aid

7. Festival Advance

17. EPF Facility

8. Counseling

18. Free Wi-Fi Facility

9. Permission to attend the FDP, Orientation & Refresher Courses

10. Preference given for admissions to their children

- Faculties are provided with "On Duty Leave" for attending seminars/workshops/conferences at the national and international level and as resource persons/consultancy.
- Non teaching staffs are allowed to write Group 4 exams for career promotion.
- Faculties were also permitted for Ph.D. research work completion..
- Counseling programmes and health awareness programmes are organized for their benefit.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

83

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

12

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

54

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

Financial Audit is conducted every year by Joint Directorate of Education, Vellore Region in the institution. All the registers and records have been maintained properly as per norms and the same was verified by an Auditor. He verifies all the documents and vouchers.

Internal audit was conducted by IQAC Committee. The College comes under 'Grant-in-Aid' and also offers courses Self Finance courses, therefore financial transactions are audited by the Joint Director of Collegiate Education, Vellore Region and Accountant General (AG's) Office, Government of Tamilnadu.. Chair-person of the institution is the authorized person for making decisions and is responsible for overall financial management of funds. Secretary is the authorized signatory approved by the Director of Collegiate Education for salary grant and other financial purposes of aided section and also is responsible for overall monitoring and allocation of funds. Principal of the institution is responsible for approval of funds for various academic and administrative purposes. At the end of the financial year, the statutory auditor audits every account, also taking note of the comments of the internal auditor. Minor errors of omission and commission pointed out by auditors have been corrected and efforts are taken to avoid recurrence.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/11/External-Audit-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/11/External-Audit-Report-2020-2021.pdf</a>

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

Nil

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

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

The college council plans the budgetary provision for academic and administrative activities at the start of the year. The finance committee was constituted with Secretary & Principal. Finance Committee has the responsibility for assessing, making plans, imposing and supervising the fund.

**Central Government Funds**

- UGC Autonomous, DST - FIST
- Major and Minor projects Scholarships

**State Government Funds**

- Grant-in-aid for salary
- State government fund for NSS
- SSP (Student Support Programme)
- Scholarships

**Non-Government Funds****Endowment awards**

Funds raised by Departments/Associations, Students' fee from self-financing courses.

**Aid from philanthropists****Contribution from teachers****Contribution from alumni****Financial assistance from management.**

Funds availed from the central government sources are used for developmental activities, academic resources such as books and journals and infrastructure development, UGC grant is availed to organize academic endeavors like seminars and workshops.

State government funds are promptly availed for introducing innovative programmes workshop, seminars and conferences, green initiatives of the college extension activities internal and external mentoring of selected students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

**6.5 - Internal Quality Assurance System**

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

The College established the IQAC in the year 2003. Initiatives including the promotion of research culture, recognition of faculty achievements, feedback analysis, organizing faculty development programmes and grievance redressal mechanism were introduced.

Organizing FDPs has been institutionalized to emphasize on improving the knowledge and professional competence and to keep the faculty updated with the current trends in teaching methodology.

Leadership training and Career enhancement training programmes for students to sharpen their skills and gain knowledge in their professional paradigm.

- Providing career guidance and coaching for competitive examinations
- Strengthening employment opportunities through 'Entrepreneurship Development Cell' and Patrician College Empowerment Cell.
- Enabling and Remedial Classes to assist students in improving their academic performance.
- Academic audits to sustain and enhance teaching learning process
- Induction programme for the new faculty to keep them aware of the policies related to work and brief them about the institution.
- Providing adequate research facilities and motivating faculty to organise and participate in seminars and workshops to promote research culture.
- Creation of MOUs and linkages with industry and other institutions of higher learning
- Usage of ICT enabled tools for effective teaching learning
- Strengthening linkages with alumni

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/iqac/iqac-newsletter/">https://dkmcollege.ac.in/iqac/iqac-newsletter/</a>

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. A log book was maintained by each faculty to record the regular teaching activity. Question bank for all the courses was uploaded in the college website.

The IQAC scrutinizes the action plan, result analysis; verifies the stock registers, implementation of data security and maintenance of records. A ward tutor meeting was conducted every month last Friday to review the student attendance. To review the teaching learning process, feedback is collected from students, parents and the alumni was analyzed.

Important initiatives are

1. Communicating important all information to all stakeholders through SMS.
2. Effective Implementation of OBE Syllabus pattern.
3. Introduction of Self Study Paper for PG students.
4. Effective implementation of Online Feedback system.
5. All newly admitted students are motivated to attend the bridge course.
6. Various committees, clubs, and cell are constituted by IQAC .
7. ICT enabled teaching learning methodologies has been followed for the upliftment of student progress.
8. IQAC has created an awareness for the students and faculties to participate in various online courses offered by NPTEL, Swayam, Course and other MOOC courses even better to enhance their learning skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or**

**A. Any 4 or all of the above**



## international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 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

**D.K.M. College ensures the safety and security of 3652 women students with adequate physical facilities and counseling services.**

#### Safety and Security Measures:

- CCTV cameras are installed to prevent the entry of unwarranted visitors.
- Anti Ragging and Anti Sexual Harassment Cell organized a meeting on 5.3.2021 on the theme of Ragging and its prevention.
- Equal Opportunity Cell organized a webinar through online on the theme "Women Harassment" on 24.03.2021.
- SMS is sent to parents to intimate them regarding their wards' attendance.
- Fire extinguishers are kept ready at every floor of the buildings and laboratories.

#### Counseling and Well-being Measures

- Faculties give individual counseling through the Tutor Ward system, .
- Three counselors are available in the campus.
- Career counseling cell offers counseling programmes to the students every year.

- Need based Parental Counseling is given to parents on Healthy Parenting.
- Department of Psychology has conducted an intercollegiate webinar on "The Development and Practice of community Psychology".
- On 16.07.2020 online webinar was organized on "Stress Management and Coping Strategies during Covid-19.
- College provides one common room for the faculty and students of the college for healthy recreation and mutual contact among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

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

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- Solid waste management
- Waste recycling system
- Hazardous chemical waste management
- Solid waste management is important for an ecofriendly campus. The college has been implementing certain measures to manage the solid wastes collected on the campus. The campus is provided with separate bins for bio-degradable and non-biodegradable wastes for the collection and processing.
- Bio-degradable wastes include food wastes, canteen wastes and other left litter were used to feed in the vermi-compost pit and the vermi-casts are used as manure for maintaining greenery in the campus.

- Non-biodegradable wastes such as plastic, tins and glass bottles etc., are generated in the college campus is taken to the community bin of municipality for recycling and disposal.
- The standard operating procedures are followed for the management of hazardous wastes such as broken glass wares, spilled chemicals, nutrient media and animal house wastes. The wastes are collected carefully and disposed through bio waste disposal unit (Biolinks).
- Hazardous liquid wastes like chemicals, acids etc from laboratories are disposed in a sealed tank along with water, so that the chemicals undergo neutralization with the water.
- The college has an enviro club, the members of the club actively involves in collecting and segregating the degradable and non degradable wastes and the biodegradation of wastes by composting and vermicomposting.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
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:**

B. Any 3 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
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

**A. Any 4 or all of the above**

- 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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts**

**E. None of the above**

**Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc.**  
**Provision for enquiry and information:**  
**Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

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

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

DKM College for women takes utmost care to take initiatives in providing an inclusive environment related to tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversities through the following programmes:

S.No

Date

Programme

Volunteers Participated

1

29.01.2020

Martyrs' Day - a pledge for eradication of the untouchability.

50

2

18.03.2021.

Ladli short film was screened - highlights the #MeToo Movement

200

3

11.01.2021

Samathuva Pongal was celebrated - A celebration highlighting the hard work of farmers.

100

4

20.08.2020 &

19.08.2021

'Sadbhavana Diwas' or Harmony Day' was celebrated to encourage national integration, peace, affection, and communal harmony

100

5

23.08.2021

Onam Celebration

100

6

17.09.2021

Social Justice day Pledge

100

7

26.10.2022 to 01.11.2022

Vigilance Awareness Week was celebrated -Various competitions were conducted on anticorruption.

100

8

27.10.2021

International senior citizen day - Girl child day and International Women's law and rights day.

150

9

29.10.2021

An essay competition and poetry recitation was conducted on the Topic "Independent India 75th -Self Reliance And Integrity"

100

10

30.10.2021

Anti-Corruption awareness- Pledge

200

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

DKMC sensitizes the students and employees of the institution to the constitutional obligations through various programmes conducted by

## Voters Literacy Club and others.

- National Voter's Day is celebrated in India on 25th January every year to mark the Foundation Day of the Election Commission of India. On 25th Jan 2021, the Voter's Pledge was administered to the students, faculty members and non-teaching faculties of DKM College.
- The Republic Day was celebrated in the college on 26.01.2020. Dr.P.N.Sudha, Principal, hoist the flag and delivered a republic day address. 200 students and NSS volunteers participated in this programme and reignited their power to choose their government democratically.
- Our college has contributed an amount of Rs.30000/- towards Armed Forces Flag Day Fund on 05.01.2021. Since 1949, 7th December is observed as the Armed Forces Flag Day throughout the country to honor the martyrs and the men in uniform who valiantly fought on our borders to safeguard the country's honor.
- 74th & 75th Independence Day was celebrated on 15.08.2020 and 15.09.2021.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. All of the above**



File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The Institution takes pride in organizing national/international commemorative days like

- 74th & 75th Independence Day was celebrated on 15.08.2020 and 15.09.2021. The celebration honored the national flag and the freedom fighters of our nation. Every year our college celebrates Teachers Day to honor teachers . This year also, we celebrated the teacher's day on 05.09.2020 by following the SOP. Republic day was celebrated in its usual fervor on 26.01.2021 at 8.00 am. Dr.P.N.Sudha, Principal hoisted the flag. After hoisting the flag, she delivered a special address to the students. In her address, she reminds the freedom fighters of our country and the way they sacrificed their lives to bring freedom to our country. The institution celebrated "Youth Day" on 12.01.2021 on the theme "Swami Vivekananda and His Message for the Youth". Observed the "National Science Day" on 15.10.2021 by taking a pledge through Google meet. The Primary aim of this pledge is to sensitize the students about the philosophies, principles and ideas of Dr APJ Abdul Kalam.
- On 29.07.2021 World Population Day Online Essay Competition was conducted by NSS unit and on 02.08.2021 - World Population Day Awareness programme was conducted.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### 1. DEALFEM: DKM Entrepreneurs & Leaders from Experiential Learning

**Objectives:** DELL aims to inculcate Innovative experiential learning, thereby, making them into leaders and entrepreneurs of tomorrow.

**Context:** Honorable Prime Minister declared this decade 2010-20 as "Decade of Innovation". IIC was inaugurated in the college to realize this objective into reality.

**Practice:** IIC prepared a calendar to execute its objective into reality and organize, Webinars/Workshops and 5 start-ups.

**Evidence of Success:** The initial income generated from the Mega Sale 2020 by selling the handmade products was the clear indication to the success of DELL.

### 2. FSD - Financial Support for Deserving students

**Objectives :** To help the economically poor students of the college complete their higher education by giving fee concession.

**Context:** DKMC has a long tradition in terms of helping students with only single parent, orphans, physically challenged, visually impaired and meritorious students with financial assistance to complete their higher education.

**Practice:** The Management has constituted a committee to scrutinize the deserving students for fee concession.

**Evidence of Success:** The students who received these scholarships find themselves supported by the institution and continue their studies irrespective of their financial problems.

File Description	Documents
Best practices in the Institutional website	<a href="https://dkmcollege.ac.in/igac/best-practices/">https://dkmcollege.ac.in/igac/best-practices/</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The college has a long-standing tradition towards enhancement of the quality of rural area women students. The college has a large number of students from the surrounding villages. Most of the students are from poor background, but they are not poor in talents, knowledge and humility. The teachers recognize their talents and encourage them to participate in national and state level sports and to make them get their recognition at university level. The priority of the college is to provide quality higher education and enhance the required knowledge and skills.

Along with education, they are motivated to participate in sports too, which helps them to have sound mind in a sound body. It also helps them to get jobs in sports quota. In accordance with mission statement, the college provides students an opportunity to participate in curricular, extracurricular and extension activities. Student welfare scheme offers them an opportunity to earn on their own and take responsibilities for their own life.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

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

The Curriculum is developed, considering the regional and global needs that are reflected in Programme Outcomes, Programme Specific Outcomes and Course Outcomes of the various Programmes, to develop global competencies in employability, innovation and research among students. The department of arts educates students to excel in language, literature, soft skills, accounting and business legislation, political and cultural developments. The Department of Mathematics and computer science helps students acquire mathematical thinking and to implement effective Technology solutions. The general science, life science and home science departments provide students with up-to-date knowledge about the diversity of animals and its significance, the role of microorganisms in ecosystem, types of macromolecules, their metabolic pathways, nanotechnology, food as a science and the palatability of nutrients etc. Courses like the Self Study Paper enable the students to study using the wide range of resources. Student projects and value added courses provide students with hands on training. The curriculum for UG and PG are framed in such a way that the students will be able to face various competitive examinations. On the whole, the Curriculum is designed to meet the current needs and provide the necessary skills for employability.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://dkmcollege.ac.in/syllabus/">https://dkmcollege.ac.in/syllabus/</a>

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

28

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

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

887

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

### 1.2 - Academic Flexibility

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

0

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

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

28

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Courses like Environmental science and Value Education, Human Rights, Professional Ethics, Water Analysis and Treatment, Green Chemistry, Environmental Chemistry, Public Health and Hygiene and Business Ethics that are included in the curriculum and the Equal Opportunity Cell ensure that there is an integration of ethics - professional and personal- , gender awareness and sensitization regarding the environment. Thus the students have the ability to identify the values embedded in society, achieve a level of objectivity and arrive at reasonable solutions to various issues that they may encounter at different developmental stages in their future. They are also taught not to compromise on ethics in their professional and inter-personal interactions and a responsible harnessing of technology that is indispensable in the digital era.. Most importantly, the students are taught the importance of conserving our resources, recycling and waste management and the safeguarding of our environment. They are sensitized to gender equality and the related issues that are common in our society, the rights that are fundamental to all and the importance of being active against the violation of any form of injustice perpetrated on human beings making them proactive agents of social change.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered

**during the year**

37

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

3332

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

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

2563

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4 - Feedback System**

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

**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://dkmcollege.ac.in/feedback/">https://dkmcollege.ac.in/feedback/</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://dkmcollege.ac.in/feedback/">https://dkmcollege.ac.in/feedback/</a>
Any additional information	No File Uploaded

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of Students

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

1169

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

1169

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>



## 2.2 - Catering to Student Diversity

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

Remedial Classes are conducted with an aim to improve the academic performance of the slow learners. Remedial class have been conducted after college hours for slow learners. This practice helps the struggling learners to improve subject knowledge and helps them catch up with their peers. The departments also conduct retest for the students who has secured low marks in the exam. Bilingual explanation and discussions are imparted to the slow learners during remedial hours for better understanding. Academic and personal counselling are given to the slow learners by the tutors. Beside this our college counselling centre also helps the slow learners to overcome their academic and personal problems which results in the betterment of the student's ability.

Advanced learners are encouraged to enroll in MOOC Courses - Swayam/NPTEL and they are also provided with coaching classes for IAS /TNPSC/NET/Bank and other competitive exams. Students are encouraged to participate and present papers in various Webinars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges to develop their communication skill, personality, and for coping up with the stress level.

The academic achievements of the students are highly motivated by providing them cash incentive during College Day and teachers day every year.

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

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
27/11/2020	3652	125

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning and so on. The conventional method is commonly adopted by all the teachers, especially language teachers.

Experiential Learning provides opportunities for students to engage intellectually, creatively, emotionally, socially and physically. Computer Science, Commerce, Chemistry, Zoology and Foods and Nutrition, Biochemistry, Biotechnology and Microbiology demand project - based Learning for UG students and all the PG courses have project work in their final semester. The teachers are the guides to the students in the process of preparation of project reports. Students are encouraged to take up innovative projects and mini projects. Practical courses like (laboratory) including virtual labs are made compulsory in the curriculum.

Learner centric teaching methods such as group work, role play, project work, field visit, industrial visits, case study, debates, seminars, presentations and guest lectures have been organized to make teaching and learning more effective. Institution has a club/ association for every department which organizes number of student centric activities which enhance the learning experiences.

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

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

ICT tools have been used to improve, transmission of information and application of modern teaching methodology which make education more interactive and collaborative process. Faculties provided with institutional mail Id which enabled them to record the online classes

During Pandemic, faculties had been conducting online classes through various online platforms like Google Meet, Google Classroom and recorded lectures, materials and YouTube videos were sent through WhatsApp. ICT tools like Graphics Tablet, Google Jam board, Online Java Compiler and Online HTML Compiler were also used.

November 2020 exam has been conducted through online mode in MCQ pattern and April 2021 Exam through online mode in descriptive pattern. Students submitted their answer scripts through Google class room and evaluation has been done through Kami Extension.

Internet and Wi-Fi facility is made available to students free of charge all over the campus to access information. Department of English and Computer science use language labs to fortify knowledge acquired in class. Smart class room has been used to enhance learning

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://dkmcollege.ac.in/video-lecture/">https://dkmcollege.ac.in/video-lecture/</a>
Upload any additional information	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

125

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	No File Uploaded

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

The purpose of an academic calendar is to remind students, teachers, and staff of important dates throughout the semester and year. It is also beneficial to prospective students, alumni, and parents. Our college establishes an own academic calendar includes information regarding students bio data, vision , mission of our college, quality policy, campus culture, profile of our college, courses offered, college committees, library information, infrastructure facilities, endowment awards ,fees structure, scholarships, Examination and evaluation process, code of conduct, Research policy, Facilities for students progress, teaching days, semester wise academic calendar, these information will helps the faculty and students to undergo as per the schedule specified in the calendar. The dates of the following activities such as ward tutor meeting, parent teachers meeting, commencement of continuous assessment and model exam, date of submission of assessment and internal marks, working days and holidays are also mentioned in the academic calendar in order to facilitate the preparation well in advance. This year due to Covid situtaion few programme had to be conducted on dates other than the planned dates.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

125

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

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

54	
File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

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

125

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

**2.5 - Evaluation Process and Reforms**

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

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

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

0

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

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

The Continuous Internal Assessment for Odd and Even semester was conducted through online mode by the faculty for their respective subjects to give the internal marks for the students.

As per the resolution passed in the Examination Committee Meeting on 05.12.2020, Odd Semester Examination was conducted in online mode through Google Forms in Multiple Choice Questions (MCQs) pattern. The Odd Semester Examination was conducted for 75 marks with 75 MCQs for theory papers and 65 MCQs for Accounts based papers.

Even Semester Examination was conducted through online mode in descriptive pattern. COE Office sent question papers on the day of examination to the Department mail IDs. The written answer scripts were collected both by the Department and the COE office. The students submitted their answer script in the Google Classroom and a copy to COE office by email. Valuation was done by the staff members in the google classroom and the valued answer scripts was shared with COE Office.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://dkmcollege.ac.in/examination/examination-system/">https://dkmcollege.ac.in/examination/examination-system/</a>

## 2.6 - Student Performance and Learning Outcomes

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

Course outcomes are framed for all the courses in the program

based on Blooms Taxonomy which includes different levels such as Knowledge, Understand, Application, Analysis, Evaluation and Create which provides an important frame work for teachers to use to focus on higher order thinking. Every course was framed to develop the ability of the students both theoretically and practically. Students are emphasized with various course outcomes at the beginning of every semester.

Programme Specific Objectives, Programme Objectives, Course Objectives, Course Outcomes of all the disciplines are displayed in the College website for student reference.

Knowledge and skill that students acquire in their subject and also their capacity for critical thinking, are evaluated through Continuous Internal Evaluation, End Semester Examinations Assignment and Seminar.

During the introduction of each unit and after the completion of the unit, the course outcomes are reviewed. At the end of every semester departmental feedback regarding course outcomes were collected from all the final years to ensure whether the outcomes are met and the valid suggestions are taken into consideration for better curriculum enrichment.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://dkmcollege.ac.in/syllabus/">https://dkmcollege.ac.in/syllabus/</a>

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

With the help of course outcomes, the programme outcomes are assessed during continuous internal assessment exam and semester examinations and it can be evaluated through direct and indirect measures. Direct measures such as seminars, assignment, project, internship, vivavoce, poster presentations, and end semester examinations. At the end of each semester, college conducts examinations based on the result published by college the course outcomes are measured. Indirect measures involves the collection of feedback from the final years students through google forms as well as the suggestions given by alumni and parents are also considered. Course outcomes are compared with the mapping stating

strong, medium and low based on blooms taxonomy levels thereby each faculty assessed the Programme objectives, Course objectives in all the relevant subjects at the final examination results of every students thereby we can determine attainment of course outcomes.

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

### 2.6.3 - Pass Percentage of students

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

1315

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf</a>

### 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://docs.google.com/forms/d/1YzLGBFupSPvgMVmF76U-eOvcAhM2fdlLmTRZwzI9--Y/viewanalytics>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

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

Research is promoted at Department levels through curriculum based undergraduate and postgraduate research projects, mini



projects and internship projects. Our College promotes research among faculties as well as students by providing suitable environment to do their research. Science Departments are equipped with DST-FIST lab, animal house and Mat Lab whereas Commerce have Commerce lab separately to continue their research activities. Research committee is playing a vital role in framing the college research policy, research ethics, PhD admission and so on. The committee comprises of a Core Group of 5 members and an extended group consisting of the Heads of every Department. The College also encourages the participation of faculty members in external seminars, conferences, workshops at national and international levels. It also helps in conducting Departmental Seminars and workshops having external participants and widening our network. The College also encourages staff and students to involve in research activities and also to take up funded research projects.

The research committee of the college is also involved in

- Motivating the faculties and students to learn with research mind
- Taking up sanctioned projects
- Proper documentation and
- Auditing

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://dkmcollege.ac.in/research-policy/">https://dkmcollege.ac.in/research-policy/</a>
Any additional information	No File Uploaded

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

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

0

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

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

3

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

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

98,00,000

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

#### 3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

31

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

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

2

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	<a href="#">View File</a>

## 3.3 - Innovation Ecosystem

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

The institution has created EDP cell and IIC which work to instil the knowledge about the entrepreneurship among the students. The cell conducted various seminars and workshops where students directly participated and learnt the mechanism of becoming an entrepreneur in female oriented businesses with less investment. To encourage high aspirants the institution has also announced

that initial payment will be given to start up a venture by the students if the business idea is innovative and expected to take a rate of return in short notice.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dkmcollege.ac.in/innovation-cell-2/">https://dkmcollege.ac.in/innovation-cell-2/</a>

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

46

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

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

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	No File Uploaded

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

**3.4.2.1 - Number of PhD students registered during the year**

9

File Description	Documents
URL to the research page on HEI website	<a href="https://dkmcollege.ac.in/all-research-departments/">https://dkmcollege.ac.in/all-research-departments/</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

49

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed****3.4.5.1 - Total number of Citations in Scopus during the year**

52

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

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

#### 3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

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

23,425

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	No File Uploaded

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

0

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

### 3.6 - Extension Activities

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

Extension activities were organized through various service wings like NSS, NCC, YRC and Departments by free training, counselling, donation, health camps so on. The yoga and meditation club has conducted 12 days programme through Manavalaikalai Mandram trust, Sankaranpalayam, Vellore for the benefit of the students. Azhiar Arivuthirukoil was arranged with DKM College Yoga and meditation club and participated in Guinness record event on spiritual meditation involving 1 Lakh volunteers. The Enviro club is supporting more than sixteen self-help group women for the improvement of their economic and social status. The NSS unit of the college involved in conducting stress management techniques to overcome these pandemic situations and also provided Folic Acid, Albendazole tablets to maintain balanced health. Psychology department had taken efforts to motivate the mentally retarded children with simple conversations and positivity at Missionary charity, Vellore and also donated Rs.5000 to the children residing inside the charity home. Webinars on the topic "Strategies to Business Owners during COVID 19", "Job Skills to Succeed in the Post Pandemic World", "COVID-19: Economic Opportunities and Challenges", were conducted. The IIC and NISP have conducted webinars intended to culture the entrepreneurship to sustain during pandemic.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/academic/newsletter/">https://dkmcollege.ac.in/academic/newsletter/</a>

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

01

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

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

02

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

108

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 3.7 - Collaboration

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



228

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	<a href="#">View File</a>

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute provides state of art infrastructure and facilities for Teaching Learning process. Our institution has 75 class rooms, 19 well equipped laboratories. We have four smart class room and four conference halls with latest LCD projector, LAN connection for the computer, wi-fi for the participants, microphone & good sound system with soundproof wall. We also have IAS Coaching centre which offers free IAS Coaching for our Students. Nearly 35000 books, e- Resources (n-list Subscribed by institution) are there for students' usage in Centralized library. Digital library in the college helps students to access e-resources Language lab in campus supports students to develop their communication skills. To facilitate research in campus, Research lab DST-FIST lab, is established with WIFI connection and MATLAB licence Software. We also have a well-equipped computer lab which are used by the students for lab-based classes.

Institute provides many other databases to the faculty members as well as students. It also provides different computing softwares, which are used by the students as well as faculty members for teaching, learning and research purposes. Outcome Based Education is introduced for all courses. Sixteen Students and two staff registered and participated in NPTEL and Swayam Courses during the academic Year 2020-21. .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/gallery/">https://dkmcollege.ac.in/gallery/</a>

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

The institute has both indoor and outdoor sports facilities. It has well equipped gymnasium in the campus. The college has volley ball court, Hockey field, Cricket ground, Kabaddi court. Among the indoor games, the students enjoy playing Badminton table tennis etc. The college has various sports teams representing the institution at district, state, and national levels for so many years. Separate coaches for special games are hired to train students throughout the year. The players are provided with their respective protective sports gear and all the equipments needed to play the games in professional manner.

The institute has open and closed auditorium which are used by the students for organizing different cultural & social activities

We conduct yoga classes every year from 2007. Around 118 students actively participated in the practical yoga classes which are offered as a non major subject by the Physical Education department during this year.

The college has fine arts club which conducts various competitions every year which help the students to exhibit their talents.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/gallery/">https://dkmcollege.ac.in/gallery/</a>

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

09

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

Rs 1217336

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	No File Uploaded
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

AutoLib - The autolib software was fully loaded with the database of books (of all categories and subjects) and reference books. The users such as the faculty, nonteaching staff and all student's data base are also loaded. The autolib also provide various services such as cataloging module - to create databases for various types of documents and also users, Circulation Management System - to monitor all the transactions in a library such as issue, return, renewal, reservation, etc, Serial Control

module - to maintain periodical subscription and management, Acquisition module - to procure various resources, Report Management System to generate various reports and statistics. The Admin module allows to set-up various parameters for library policies; rules and regulation related to transactions and other access facilities. Email, SMS integration facility is also available to alert users giving information about overdue of the documents borrowed by them and also other transaction. This automation was done last year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/library/">https://dkmcollege.ac.in/library/</a>

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

**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

**Rs. 57,007.00**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

110

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

**4.3 - IT Infrastructure**

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

ICT policies includes the teaching and learning, expanding access to and reach of resources, capacity building, and educational system management. processes for digitisation, content deployment and administration, platform and process development for capacity development, and the creation of forums for interaction and exchange Code of Conduct for ICT Staff members This policy unifies the different duties of staff as defined by the college's Data Protection Legislation, Data Protection Policy, and email rules. This policy standards regarding electronic communication with students and parents, including the College SharePoint, social networking sites, and text messaging. The policy was created to safeguard employees from false accusations. Students Students log up using their own username and password. They must not reveal their password. Students may only use the College network for College approved purposes. During class hours, students must only use their personal devices to facilitate their study and not for any other purpose. Students must ensure that illegal access to their personal devices is prevented, as well as attempt to protect themselves from hackers and computer viruses. Students are not permitted to take photographs or video footage of other students or members of the faculty without their permission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://dkmcollege.ac.in/ict-policy/">https://dkmcollege.ac.in/ict-policy/</a>

**4.3.2 - Student - Computer ratio**

Number of Students	Number of Computers
3652	325
File Description	Documents
Upload any additional information	<a href="#">View File</a>
<b>4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus</b>	A. 250 Mbps
File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded
<b>4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing</b>	A. All four of the above
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/video-lecture/">https://dkmcollege.ac.in/video-lecture/</a>
List of facilities for e-content development (Data Template)	No File Uploaded
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)</b>	
23,46,588	

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

The following are the procedures carried out by our institution for maintaining and utilising physical, academic and support facilities.

- The classrooms are maintained clean regularly by housekeeping staff and the classroom maintenance is monitored by administration department.
- Special attention is given to the washing and cleaning of rest rooms to maintain a hygienic environment.
- The students are engaged with mass cleaning on a specific day in order to make the students aware of Swatchitha policy.
- White washing and painting of work tables is done as and when required.
- Renovation and repairing process are carried for laboratories, buildings and toilets whenever necessary.

Repairs of electrical and electronic equipment are done regularly. These are monitored by lab assistants of each lab

All Systems in FIST lab ,language lab and computer science lab is serviced every year by AMC.

The instruments in various science labs also are serviced and repaired whenever necessary.

Sports: We have adequate sports facilities for indoor and outdoor games. Every year the damaged sports articles are condemned and new ones are purchased.

Library: During annual stock checking the damaged books are either repaired or stored specially if they cannot be repaired further.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1094

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

115

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

**A. All of the above**



File Description	Documents
Link to Institutional website	<a href="https://dkmcollege.ac.in/">https://dkmcollege.ac.in/</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

208

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

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

<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of outgoing students who got placement during the year</b>	
264	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
<b>5.2.2 - Number of outgoing students progressing to higher education</b>	
326	
File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year</b>	
<b>5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year</b>	
03	
File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year</b>	
nil	

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

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

Every year Student Council's was formed DKM College representatives actively participate in various activities. They help in coordinating all the events related to academics and other co-curricular Extra-curricular activities, as per the directives of teaching faculty. They do lot of academic administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students, Management and Students.

#### Contribution of the Student in Academic Administration

1. Coordination in day-to-day academic activities at their level
2. Coordination in communicating the information between students and Teaching faculty
3. Coordination in organizing Cultural events
4. Coordination in organizing Sports Games for the students
5. Coordination in arranging Industrial Visits for the students
6. Coordination in inviting the external guest speakers and organizing the Seminars Workshops.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

12	
File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 5.4 - Alumni Engagement

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

- Alumni Association of DKMC is not registered but it is actively functional.
- During the academic year 2020-21 the Alumini meetings were conducted by all departments in online mode on 30.01.2020.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

#### 5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

- The D.K.M College for Women exclusively provides educational services in Arts and Science discipline for the women students of rural area.

- The College vision for excellence in academics aims to develop a scientific temperament and facilitate an environment for knowledge, research, skill, self-reliance and humanitarianism that helps the students to build a caring and sharing society.
- The Management always encourages the involvement of the staff in the quality assurance, enhancement and developmental activities of the College by being members of bodies such as IQAC, LMS, Staff Council, as HODs, or as Coordinators of various committees, clubs and cells etc. The Management leads the Principal and staff, towards the fulfillment of the stated mission.
- The Academic Council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Council approves the academic program of all Centers and provides directions for future academic growth and development.
- The Finance Committee supports and supervises the raising of funds for the Institute's development and functioning; and also facilitates and monitors finances to ensure transparent and accountable governance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://dkmcollege.ac.in/vision-mission/">https://dkmcollege.ac.in/vision-mission/</a>

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

DKMC has adopted Decentralization and participative management in all academics, research, and outreach programs. There are 17 departments and several clubs led by committee members in the right way. DKMC motivates Admission Committee to maintain dogmas of admission every year. Procedural Admission of different courses conducted every year improves high standard of educational demand.

IQAC cell presided by a chief coordinator, followed by the Principal and staff members as committee members. IAQC serves as the backbone of the college, implementing the requirements of the UGC.

Anti Ragging Cell headed by the Principal, followed by the HODS and other members, Will monitor students discipline inside the campus.

Clubs like NSS, NCC, Rotract club, Youth RED Cross, and so on mold students as the best citizens of our Nation by attending training and camps held at various localities.

Women Development Cell invites participatory service to the college and community. our Institution aims to visualize every woman is financially independent, culturally strong, and morally sound.

Staff Development Committee plays an active role for the growth of each faculty. Grievances Cell conducts frequent meetings.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

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

The institution stimulates faculty, students and research scholars to publish in peer reviewed journals with high impact factor.. The research committee guides the faculties and scholars to apply for various funding agencies including minor / major projects sponsored by DBT, DST, ICSSR and UGC to conduct workshops, conferences and seminars.

**Library, ICT and Physical Infrastructure / Instrumentation:** Our library is facilitated with wifi facility, e journals through UGC Inflibnet scheme, UGC INFLIBNET, N List programme is utilized. Digital Library. SWAYAM NPTEL courses are extended to all the students.

**Admission of Students:** The institution follows transparent admission procedures complying with the Government norms issued every year.

IQAC and the Staff council has successfully implemented OBE pattern of curriculum this year. Approval from both boards of studies and Academic council was received The syllabus was framed as per with the UGC and TNSCHE norms.

Teaching and Learning: The traditional classroom teaching is supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, seminars, assignment, internship and industrial exposure. Examination and Evaluation: The college website [www.dkmcollge.org](http://www.dkmcollge.org) is effectively maintained and updated and provides the information about the Exam schedules.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Management is categorized as "ACADEMICS" and "ADMINISTRATION". Keeping in view all the stakeholders more on students an effective administrative system is structured. The Secretary is the administrative head of the institution .The Statutory Bodies are constituted and meetings are conducted as per the UGC, MHRD, State Government and University guidelines.

GOVERNING BODY-The main rolls of this body are Ratify Selections / appointments /medals and prizes Pass Annual Budget of the College Annual University affiliation.

SECRETARY-The Secretary of the institution looks after the Administration, development of education, growth & expansion of the institution. He can cause any action to be initiated which is required in his opinion for the promotion of the above subject matter to ratification by the Governing Body

PRINCIPAL-The Principal of the institution is to prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required. She provides leadership, guidance, and monitor all the academic activities with the

affiliated university.

HEAD OF THE DEPARTMENT-All the head of the departments of our institute collect and verify the course material. They arrange Guest lectures, workshop & seminars, also monitor the departmental issues, attendance registers, worksheets and mentor/counseling report books

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://dkmcollege.ac.in/igac/organogram/">https://dkmcollege.ac.in/igac/organogram/</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The Institution has a firm belief that the welfare of the college depends mostly on its teaching and non-teaching staff of the college. As an institution dedicated for women's empowerment it provides various welfare measures to upgrade the professional and personal welfare of its teaching and non-teaching faculty.

#### 1. Gratuity (Aided Only)



11. Maternity Leave
2. Pension (Aided Only)
12. Health Insurance (Aided only)
3. Commutation of pension (Aided Only)
13. Legal aid
4. Earned Leave encashment (Aided Only)
14. Permission to pursue higher studies
5. Un- Earned Leave encashment (Aided Only)
15. Training for improving ICT Skills
6. Interest Free Loan (Unaided only)
16. Office Filing aid
7. Festival Advance
17. EPF Facility
8. Counseling
18. Free Wi-Fi Facility
9. Permission to attend the FDP, Orientation & Refresher Courses
10. Preference given for admissions to their children
  - Faculties are provided with "On Duty Leave" for attending seminars/workshops/conferences at the national and international level and as resource persons/consultancy.
  - Non teaching staffs are allowed to write Group 4 exams for career promotion.
  - Faculties were also permitted for Ph.D. research work completion..
  - Counseling programmes and health awareness programmes are organized for their benefit.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

83

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

12

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

54

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

Financial Audit is conducted every year by Joint Directorate of Education, Vellore Region in the institution. All the registers and records have been maintained properly as per norms and the same was verified by an Auditor. He verifies all the documents and vouchers. Internal audit was conducted by IQAC Committee. The College comes under 'Grant-in-Aid' and also offers courses Self Finance courses, therefore financial transactions are audited by the Joint Director of Collegiate Education, Vellore Region and Accountant General (AG's) Office, Government of Tamilnadu.. Chairperson of the institution is the authorized person for making decisions and is responsible for overall financial management of funds. Secretary is the authorized signatory approved by the Director of Collegiate Education for salary grant and other financial purposes of aided section and also is responsible for overall monitoring and allocation of funds. Principal of the institution is responsible for approval of funds for various academic and administrative purposes. At the end of the financial year, the statutory auditor audits every account, also taking note of the comments of the internal auditor. Minor errors of omission and commission pointed out by auditors have been corrected and efforts are taken to avoid recurrence.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/11/External-Audit-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/11/External-Audit-Report-2020-2021.pdf</a>

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

Nil

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

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

The college council plans the budgetary provision for academic and administrative activities at the start of the year. The finance committee was constituted with Secretary & Principal. Finance Committee has the responsibility for assessing, making plans, imposing and supervising the fund.

## Central Government Funds

- UGC Autonomous, DST - FIST
- Major and Minor projects Scholarships

## State Government Funds

- Grant-in-aid for salary
- State government fund for NSS
- SSP (Student Support Programme)
- Scholarships

## Non-Government Funds

## Endowment awards

Funds raised by Departments/Associations, Students' fee from self-financing courses.

## Aid from philanthropists

## Contribution from teachers

## Contribution from alumni

## Financial assistance from management.

Funds availed from the central government sources are used for developmental activities, academic resources such as books and journals and infrastructure development, UGC grant is availed to organize academic endeavors like seminars and workshops.

State government funds are promptly availed for introducing innovative programmes workshop, seminars and conferences, green initiatives of the college extension activities internal and external mentoring of selected students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

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

The College established the IQAC in the year 2003. Initiatives including the promotion of research culture, recognition of faculty achievements, feedback analysis, organizing faculty development programmes and grievance redressal mechanism were introduced.

Organizing FDPs has been institutionalized to emphasize on improving the knowledge and professional competence and to keep the faculty updated with the current trends in teaching methodology.

Leadership training and Career enhancement training programmes for students to sharpen their skills and gain knowledge in their professional paradigm.

- Providing career guidance and coaching for competitive examinations
- Strengthening employment opportunities through 'Entrepreneurship Development Cell' and Patrician College Empowerment Cell.
- Enabling and Remedial Classes to assist students in improving their academic performance.

- Academic audits to sustain and enhance teaching learning process
- Induction programme for the new faculty to keep them aware of the policies related to work and brief them about the institution.
- Providing adequate research facilities and motivating faculty to organise and participate in seminars and workshops to promote research culture.
- Creation of MOUs and linkages with industry and other institutions of higher learning
- Usage of ICT enabled tools for effective teaching learning
- Strengthening linkages with alumni

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://dkmcollege.ac.in/igac/igac-newsletter/">https://dkmcollege.ac.in/igac/igac-newsletter/</a>

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. A log book was maintained by each faculty to record the regular teaching activity. Question bank for all the courses was uploaded in the college website.

The IQAC scrutinizes the action plan, result analysis; verifies the stock registers, implementation of data security and maintenance of records. A ward tutor meeting was conducted every month last Friday to review the student attendance. To review the teaching learning process, feedback is collected from students, parents and the alumni was analyzed.

Important initiatives are

1. Communicating important all information to all stakeholders through SMS.
2. Effective Implementation of OBE Syllabus pattern.
3. Introduction of Self Study Paper for PG students.
4. Effective implementation of Online Feedback system.
5. All newly admitted students are motivated to attend the bridge course.

6. Various committees, clubs, and cell are constituted by IQAC .
7. ICT enabled teaching learning methodologies has been followed for the upliftment of student progress.
8. IQAC has created an awareness for the students and faculties to participate in various online courses offered by NPTEL, Swayam, Course and other MOOC courses even better to enhance their learning skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

**D.K.M. College ensures the safety and security of 3652 women**

students with adequate physical facilities and counseling services.

#### Safety and Security Measures:

- CCTV cameras are installed to prevent the entry of unwarranted visitors.
- Anti Ragging and Anti Sexual Harassment Cell organized a meeting on 5.3.2021 on the theme of Ragging and its prevention.
- Equal Opportunity Cell organized a webinar through online on the theme "Women Harassment" on 24.03.2021.
- SMS is sent to parents to intimate them regarding their wards' attendance.
- Fire extinguishers are kept ready at every floor of the buildings and laboratories.

#### Counseling and Well-being Measures

- Faculties give individual counseling through the Tutor Ward system, .
- Three counselors are available in the campus.
- Career counseling cell offers counseling programmes to the students every year.
- Need based Parental Counseling is given to parents on Healthy Parenting.
- Department of Psychology has conducted an intercollegiate webinar on "The Development and Practice of community Psychology".
- On 16.07.2020 online webinar was organized on "Stress Management and Coping Strategies during Covid-19.
- College provides one common room for the faculty and students of the college for healthy recreation and mutual contact among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based**

C. Any 2 of the above



**energy conservation Use of LED bulbs/  
power-efficient equipment**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- Solid waste management
- Waste recycling system
- Hazardous chemical waste management
- Solid waste management is important for an ecofriendly campus. The college has been implementing certain measures to manage the solid wastes collected on the campus. The campus is provided with separate bins for bio-degradable and non-biodegradable wastes for the collection and processing.
- Bio-degradable wastes include food wastes, canteen wastes and other leaf litter, which were used to feed in the vermi-compost pit and the vermi-casts are used as manure for maintaining greenery in the campus.
- Non-biodegradable wastes such as plastic, tins and glass bottles etc., are generated in the college campus and are taken to the community bin of municipality for recycling and disposal.
- The standard operating procedures are followed for the management of hazardous wastes such as broken glass wares, spilled chemicals, nutrient media and animal house wastes. The wastes are collected carefully and disposed through bio-waste disposal unit (Biolinks).
- Hazardous liquid wastes like chemicals, acids etc from laboratories are disposed in a sealed tank along with water, so that the chemicals undergo neutralization with the water.
- The college has an enviro club, the members of the club actively involve in collecting and segregating the degradable and non-degradable wastes and the biodegradation of wastes by composting and vermicomposting.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>

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

<p><b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b></p> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Environment audit</b></li> <li><b>4. Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	<p><b>A. Any 4 or all of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="102 689 547 757">File Description</th> <th data-bbox="547 689 1437 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 757 547 898">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="547 757 1437 898" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="102 898 547 1003">Certification by the auditing agency</td> <td data-bbox="547 898 1437 1003" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="102 1003 547 1108">Certificates of the awards received</td> <td data-bbox="547 1003 1437 1108" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 1108 547 1171">Any other relevant information</td> <td data-bbox="547 1108 1437 1171" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>	Certification by the auditing agency	<b>No File Uploaded</b>	Certificates of the awards received	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>	
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Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>										
Certification by the auditing agency	<b>No File Uploaded</b>										
Certificates of the awards received	<a href="#">View File</a>										
Any other relevant information	<a href="#">View File</a>										
<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</b></p>	<p><b>E. None of the above</b></p>										

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

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

DKM College for women takes utmost care to take initiatives in providing an inclusive environment related to tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversities through the following programmes:

S.No

Date

Programme

Volunteers Participated

1

29.01.2020

Martyrs' Day - a pledge for eradication of the untouchability.

50

2

18.03.2021.

Laadli short film was screened - highlights the #MeToo Movement

200

3

11.01.2021

Samathuva Pongal was celebrated - A celebration highlighting the hard work of farmers.

100

4

20.08.2020 &

19.08.2021

'Sadbhavana Diwas' or Harmony Day' was celebrated to encourage national integration, peace, affection, and communal harmony

100

5

23.08.2021

Onam Celebration

100

6

17.09.2021

Social Justice day Pledge

100

7

26.10.2022 to 01.11.2022

Vigilance Awareness Week was celebrated -Various competitions were conducted on anticorruption.

100

8

27.10.2021

International senior citizen day - Girl child day and International Women's law and rights day.

150

9

29.10.2021

An essay competition and poetry recitation was conducted on the Topic "Independent India 75th -Self Reliance And Integrity"

100

10

30.10.2021

Anti-Corruption awareness- Pledge

200

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

DKMC sensitizes the students and employees of the institution to the constitutional obligations through various programmes conducted by Voters Literacy Club and others.

- National Voter's Day is celebrated in India on 25th January every year to mark the Foundation Day of the Election Commission of India. On 25th Jan 2021, the Voter's Pledge was administered to the students, faculty members and non-teaching faculties of DKM College.

- The Republic Day was celebrated in the college on 26.01.2020. Dr.P.N.Sudha, Principal, hoist the flag and delivered a republic day address. 200 students and NSS volunteers participated in this programme and reignited their power to choose their government democratically.
- Our college has contributed an amount of Rs.30000/- towards Armed Forces Flag Day Fund on 05.01.2021. Since 1949, 7th December is observed as the Armed Forces Flag Day throughout the country to honor the martyrs and the men in uniform who valiantly fought on our borders to safeguard the country's honor.
- 74th & 75th Independence Day was celebrated on 15.08.2020 and 15.09.2021.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The Institution takes pride in organizing national/international commemorative days like

- 74th & 75th Independence Day was celebrated on 15.08.2020 and 15.09.2021. The celebration honored the national flag and the freedom fighters of our nation. Every year our college celebrates Teachers Day to honor teachers . This year also, we celebrated the teacher's day on 05.09.2020 by following the SOP. Republic day was celebrated in its usual fervor on 26.01.2021 at 8.00 am. Dr.P.N.Sudha, Principal hoisted the flag. After hoisting the flag, she delivered a special address to the students. In her address, she reminds the freedom fighters of our country and the way they sacrificed their lives to bring freedom to our country. The institution celebrated "Youth Day" on 12.01.2021 on the theme "Swami Vivekananda and His Message for the Youth". Observed the "National Science Day" on 15.10.2021 by taking a pledge through Google meet. The Primary aim of this pledge is to sensitize the students about the philosophies, principles and ideas of Dr APJ Abdul Kalam.
- On 29.07.2021 World Population Day Online Essay Competition was conducted by NSS unit and on 02.08.2021 - World Population Day Awareness programme was conducted.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**1. DEALFEM: DKM Entrepreneurs & Leaders from Experiential Learning**

**Objectives: DELL aims to inculcate Innovative experiential**



learning, thereby, making them into leaders and entrepreneurs of tomorrow.

**Context:** Honorable Prime Minister declared this decade 2010-20 as "Decade of Innovation". IIC was inaugurated in the college to realize this objective into reality.

**Practice:** IIC prepared a calendar to execute its objective into reality and organize, Webinars/Workshops and 5 start-ups.

**Evidence of Success:** The initial income generated from the Mega Sale 2020 by selling the handmade products was the clear indication to the success of DELL.

## 2. FSD - Financial Support for Deserving students

**Objectives :** To help the economically poor students of the college complete their higher education by giving fee concession.

**Context:** DKMC has a long tradition in terms of helping students with only single parent, orphans, physically challenged, visually impaired and meritorious students with financial assistance to complete their higher education.

**Practice:** The Management has constituted a committee to scrutinize the deserving students for fee concession.

**Evidence of Success:** The students who received these scholarships find themselves supported by the institution and continue their studies irrespective of their financial problems.

File Description	Documents
Best practices in the Institutional website	<a href="https://dkmcollege.ac.in/igac/best-practices/">https://dkmcollege.ac.in/igac/best-practices/</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The college has a long-standing tradition towards enhancement of the quality of rural area women students. The college has a large

number of students from the surrounding villages. Most of the students are from poor background, but they are not poor in talents, knowledge and humility. The teachers recognize their talents and encourage them to participate in national and state level sports and to make them get their recognition at university level. The priority of the college is to provide quality higher education and enhance the required knowledge and skills.

Along with education, they are motivated to participate in sports too, which helps them to have sound mind in a sound body. It also helps them to get jobs in sports quota. In accordance with mission statement, the college provides students an opportunity to participate in curricular, extracurricular and extension activities. Student welfare scheme offers them an opportunity to earn on their own and take responsibilities for their own life.

File Description	Documents
Appropriate link in the institutional website	<a href="https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf">https://dkmcollege.ac.in/wp-content/uploads/2021/12/College-day-Report-2020-2021.pdf</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### PLAN OF ACTION FOR THE NEXT ACADEMIC YEAR 2021-2022

- Propose to conduct two faculty development programmes relating to outcome-based education and documentation process for NAAC
- Plan to apply for DST Curie Project, TNSCST, Major and minor project by the faculty and students.
- Our college Institutional Innovation cell Plan to organize many programmes in the next academic year.
- Plan to organise DKM Santhai by involving the students through IIC
- Creation of ERP software with the help of external developer for automation exclusively for DKM College for Women.
- Construction and furnishing of modern smart room.
- To involve all the staff members to take videos and uploaded in website for the benefit of students.
- To strengthen the committees to work more towards their objectives.