# YEARLY STATUS REPORT - 2022-2023

## Part A

## Data of the Institution

**1.Name of the Institution**                    D.K.M. College for Women

- Name of the Head of the institution        Dr. R. Banumathy

- Designation                                Principal

- Does the institution function from its own campus?        Yes

- Phone No. of the Principal                 04162904691

- Alternate phone No.                        04162263600

- Mobile No. (Principal)                     9486464925

- Registered e-mail ID (Principal)           info@dkmcollege.ac.in

- Address                                    No. 57, D.K.M College road, Sainathapuram, Vellore

- City/Town                                  Vellore

- State/UT                                   Tamil Nadu

- Pin Code                                   632001

**2.Institutional status**

- Autonomous Status (Provide the date of conferment of Autonomy)        01/06/2007

- Type of Institution                        Women

- Location                                   Rural

- Financial Status                    **Grants-in aid**

- Name of the IQAC Co-ordinator/Director     **Mrs. G. Vinu Priya**

- Phone No.                           **04162263600**

- Mobile No:                          **9943928206**

- IQAC e-mail ID                      **iqac2022@dkmcollege.ac.in**

**3.Website address (Web link of the AQAR (Previous Academic Year)**     https://dkmcollege.ac.in/wp-content/uploads/2023/08/AQAR-2021-2022.pdf

**4.Was the Academic Calendar prepared for that year?**     **Yes**

- if yes, whether it is uploaded in the Institutional website Web link:     https://dkmcollege.ac.in/wp-content/uploads/2023/08/new-calendar-2022-23-1.pdf

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|-------|-------|------|----------------------|---------------|-------------|
| **Cycle 2** | **B** | **2.68** | **2009** | **29/01/2009** | **28/01/2014** |
| **Cycle 3** | **B** | **2.71** | **2016** | **19/02/2016** | **18/02/2021** |
| **Cycle 4** | **A** | **3.22** | **2023** | **20/02/2023** | **19/02/2028** |

**6.Date of Establishment of IQAC**     **02/06/2003**

**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.)?**

| 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** |

**8.Provide details regarding the composition of the IQAC:**

- Upload the latest notification regarding the     View File

composition of the IQAC by the HEI

**9.No. of IQAC meetings held during the year**     `10`

- Were the minutes of IQAC meeting(s) and     `Yes`
  compliance to the decisions taken
  uploaded on the institutional website?

- If No, please upload the minutes of the     No File Uploaded
  meeting(s) and Action Taken Report

**10.Did IQAC receive funding from any**     `Nil`
**funding agency to support its activities during**
**the year?**

- If yes, mention the amount

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

`• The IQAC organised Faculty Development Programme on the theme`
`"NAAC – Evaluation Guidelines and Self Study Report Preparation" to`
`guide the staff members to prepare the SSR and one Day Orientation`
`Program was organised titled "Swayam Prabha and MOOCs – An Integral`
`Part of Education" to familiarise the teaching staff in preparing`
`the e content.`

`• IQAC calendar was prepared by the Internal Quality Assurance Cell`
`and it was published in the college website.`

`• Annual Academic Plan was collected from all the departments at the`
`commencement of the year. The IQAC monitored the execution of the`
`proposed plan and at the end of the year, the departments were asked`
`to submit the executed report to the IQAC. Each and every department`
`showed much interest in conducting conferences, seminars, special`
`lecture meetings, life skill programmes and other awareness`
`programmes.`

`• The IQAC organised internal and external audit which acted as the`
`base for the college to face the NAAC visit during the year. The`
`NAAC Peer Team visited during the month of February and conferred`
`upon 'A' Grade with the CGPA of 3.22.`

`• The staff members were motivated to increase the duration of usage`
`of Audio Visual rooms and insisted them to enhance the publishing of`

e content in the website of the college.

**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:**

| Plan of Action | Achievements/Outcomes |
|---|---|
| To strengthen research culture through the DKM Centre for Research and Innovation. | 423 Faculties and students enthusiastically participated and benefitted in the Faculty development programmes and special guest lectures conducted by DKMCFRI |
| To provide seed money to the students and faculty members for interdisciplinary projects and financial assistance to strengthen Research and Development. | 29 students project and 16 staff projects in the inter disciplinary research were sanctioned under DKMCFRI with the total seed money amount of Rs.1,58,014 for students project and Rs.99,500 as I instalment for faculty project. |
| To motivate the Faculty Members to develop MOOC Courses. | IQAC along with DKMCFRI – Research committee organized orientation programme Swayam prabha and MOOC –An integral part of education and 126 faculties got benefited. |
| To encourage the Faculty Members to create e-lecturing videos. | The staff members from all the Departments created content for e-lecturing utilised the Audio Visual room for taking videos and uploaded the same in the institutional website. |
| To increase the sports activities in the college. | Student's participation in the different levels of sports was National-2, State-8, District and Interdivisional -13, and interuniversity-7. Further the following events were conducted at the College level. They are volley ball, throw ball, hand ball, kabaddi and football. |
| To observe commemorative days | The important national level |

| | |
|---|---|
| | celebration days such as Independence day, Republic days, Consumer rights day, Voters awareness day etc., were celebrated during the year. |
| To introduce new courses at UG and PG level in emerging areas of technology | The preliminary initiatives were taken to bring two programmes such as Data Science and Artificial intelligence at UG level. |
| To encourage community involvement and provide assistance to economically and socially deprived village. | The departments, Clubs and Committees conducted extension activities at the adopted village sekkanoor. Utilisation certificate for the same has been received from the president of the adopted village. |

**13.Was the AQAR placed before the statutory body?**    No

- Name of the statutory body

| Name of the statutory body | Date of meeting(s) |
|---|---|
| Nil | Nil |

**14.Was the institutional data submitted to AISHE ?**    No

- Year

## Part A

## Data of the Institution

| | |
|---|---|
| **1.Name of the Institution** | D.K.M. College for Women |
| • Name of the Head of the institution | Dr. R. Banumathy |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone No. of the Principal | 04162904691 |
| • Alternate phone No. | 04162263600 |
| • Mobile No. (Principal) | 9486464925 |
| • Registered e-mail ID (Principal) | info@dkmcollege.ac.in |
| • Address | No. 57, D.K.M College road, Sainathapuram, Vellore |
| • City/Town | Vellore |
| • State/UT | Tamil Nadu |
| • Pin Code | 632001 |
| **2.Institutional status** | |
| • Autonomous Status (Provide the date of conferment of Autonomy) | 01/06/2007 |
| • Type of Institution | Women |
| • Location | Rural |
| • Financial Status | Grants-in aid |
| • Name of the IQAC Co-ordinator/Director | Mrs. G. Vinu Priya |

| | |
|---|---|
| • Phone No. | **04162263600** |
| • Mobile No: | **9943928206** |
| • IQAC e-mail ID | **iqac2022@dkmcollege.ac.in** |

| | |
|---|---|
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| 9.No. of IQAC meetings held during the year | 10 | |
|---|---|---|
| • Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? | Yes | |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Did IQAC receive funding from any funding agency to support its activities during the year? | Nil | |
| • If yes, mention the amount | | |

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

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| | |
|---|---|
| | celebrated during the year. |
| To introduce new courses at UG and PG level in emerging areas of technology | The preliminary initiatives were taken to bring two programmes such as Data Science and Artificial intelligence at UG level. |
| To encourage community involvement and provide assistance to economically and socially deprived village. | The departments, Clubs and Committees conducted extension activities at the adopted village sekkanoor. Utilisation certificate for the same has been received from the president of the adopted village. |

| **13.Was the AQAR placed before the statutory body?** | **No** |
|---|---|

- Name of the statutory body

| Name of the statutory body | Date of meeting(s) |
|---|---|
| Nil | Nil |

| **14.Was the institutional data submitted to AISHE ?** | **No** |
|---|---|

- Year

| Year | Date of Submission |
|---|---|
| Nil | Nil |

## 15.Multidisciplinary / interdisciplinary

To have a broader perspective and different learning experiences, we are offering interdisciplinary courses such as B.Com (CA) and B.Sc. (ISM). Apart from major and allied subjects in all disciplines, the students are imparted with Skill based subjects to convert their knowledge in to real life experiences. In the college totally 68 skill-based courses are designed under Part-IV in various programmes of the college to enhance the abilities necessary to fulfil the specific skills required in the

job markets. In order to develop the personal and professional skills, the students are encouraged to select 36 Non major elective subjects based on their choice. This will give a solid background in all the fields of study.

## 16.Academic bank of credits (ABC):

To acquire more knowledge and to train to get more competencies required in the employability market, OBE pattern is followed in the college syllabus. To acquire more than the required credit, students are allowed to take up an extra credit courses on their own choice in subjects like Commerce Lab, Internship Training, Mini Project, Self-Study paper with an Open Book test and online MOOC courses. Online courses committee has been established to look after the participation of the staff and students in different MOOC and online courses. The curriculum is further added with compulsory papers for the PG students in the courses like students' project for all the programmes in II and IV semester and Comprehensive Viva for PG Chemistry IV semester students.  Our staff members handle classes in both conventional method by using chalk and talk method and modern method by using ICT tools. We are also engaging students by using Learning Management System (LMS). For calculating internal assessment, the college conducts three examinations. The best marks from two examinations out of three will be considered for internal mark calculations. To make the students to keep in touch with the subjects regularly and frequently assignment is given to them. Study materials are also provided to them, if necessary, arises.

## 17.Skill development:

TO ENHANCE THE CREATIVITY AND THE SKILLS OF THE STUDENTS

- The college conducts various programmes and events such as personality development camps, programmes on interview skills, soft skills, life skills, capacity enhancement skills and career guidance and placement programmes.
- To make the students to be morally upright, we handle subjects like Environmental Studies, Value Education, Human Rights and Yoga for Health and Fitness.
- The college conducts placement drives for the students to get placed in companies/organisations.
- The all-round discipline of the students are being maintained in the campus by conducting various activities through Professional Ethics and Code of Conduct committee.
- To address the grievances and to get it redressed the college conducts programmes and meetings through Grievance

- Appeal Committee, Anti-ragging cell, Students support centre, Equal Opportunity Cell and Internal Complaints Committee.
  - To enable the students to get practical exposures and to involve them in social activities, college conducts various events through National Cadet Corps, National Service Scheme, Youth Red Cross, Red Ribbon Club, Citizen Consumer Club, Entrepreneurial Development Cell, Rotaract club and Enviro Club.
  - In order to update the knowledge of the students in the current technology's, courses like Tally, English Lab, MATLAB and Commerce Lab are offered.
  - Certificate courses are also conducted by all the departments regularly every year.

**TO DEVELOP THE SKILL OF THE STAFF**

  - The IQAC organised FDP on "NAAC Evaluation Guidelines and Self Study Report Preparation" on 16.06.2022.
  - The IQAC in association with Research Committee organised one day orientation programme on "Swayam Prabha and MOOCs-An Integral Part of Education" on 21.01.2023.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

- Bharatanatyam and regional folk dances such as Silambattam, Karakattam, Mayilattam, Oyilattam, Poikkal kuthiraiyattam are being performed on important days and festivals of the college.
- Rangoli is a part of our Indian culture and every year Fine Arts Association conduct competitions to draw rangoli. In these competitions many students will actively participate.
- Yoga is associated with the culture and heritage of India. To lead a healthy and discipline life, the college imparts the knowledge of yoga by conducting 12 days training programme on "Yoga for healthy life" during the academic year 2022-2023.
- Pongal, Onam, Saraswati Pooja and Diwali are some of the traditional festivals celebrated in the college.
- To honour the sacrifice of our freedom fighter and to celebrate the date on which the Constitution of India came into effect, the Independence Day and Republic Day are celebrated respectively every year at its usual fervour.
- The college library in association with the Department of Tamil conducts Human Library and Readers Circle, the

**programmes to develop Ancient Tamil Language.**

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

**We have introduced Outcome Based Education (OBE) pattern into the syllabus as per the direction of UGC during the academic year 2019-2020 and updated the OBE syllabus during the academic year 2021-2022. The main objective of OBE is to evaluate the student's development and progress through the outcome. In the OBE model, the required knowledge for a particular degree is predetermined and the students are evaluated for all the required parameters (Outcomes) during the course of the program. The curriculum is structured based upon the students need and hence it can be altered at any time by evaluating the assessment of the students. The graduate is expected to deliver the acquired skills after the completion of the degree. As an educational institution we could be able to check the areas of improvement, if expected OBE results are not achieved.**

**20.Distance education/online education:**

**The institution is planning to introduce the multiple entry and exit programmes through distance education or online education in the near future as per the norms stated by NEP 2020.**

# Extended Profile

## 1.Programme

1.1                                                                 **56**

Number of programmes offered during the year:

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

## 2.Student

2.1                                                                 **3428**

Total number of students during the year:

| File Description | Documents |
|---|---|
| Institutional data in Prescribed format | [View File](#) |

2.2                                                                 **1147**

Number of outgoing / final year students during the year:

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

2.3                                                    **3243**

Number of students who appeared for the examinations
conducted by the institution during the year:

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

**3.Academic**

3.1                                                    **804**

Number of courses in all programmes during the year:

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

3.2                                                    **137**

Number of full-time teachers during the year:

## Extended Profile

### 1.Programme

| 1.1 | **56** |
|---|---|
| Number of programmes offered during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

### 2.Student

| 2.1 | **3428** |
|---|---|
| Total number of students during the year: | |

| File Description | Documents |
|---|---|
| Institutional data in Prescribed format | View File |

| 2.2 | **1147** |
|---|---|
| Number of outgoing / final year students during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| 2.3 | **3243** |
|---|---|
| Number of students who appeared for the examinations conducted by the institution during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

### 3.Academic

| 3.1 | **804** |
|---|---|
| Number of courses in all programmes during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| 3.2 | **137** |
|---|---|

| | | |
|---|---|---|
| Number of full-time teachers during the year: | | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| | |
|---|---|
| 3.3<br><br>Number of sanctioned posts for the year: | **139** |
| **4.Institution** | |
| 4.1<br><br>Number of seats earmarked for reserved categories as per GOI/State Government during the year: | **1184** |
| 4.2<br><br>Total number of Classrooms and Seminar halls | **89** |
| 4.3<br><br>Total number of computers on campus for academic purposes | **382** |
| 4.4<br><br>Total expenditure, excluding salary, during the year (INR in Lakhs): | **527.88753** |

# 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 D.K.M College for Women provides quality education through innovation in curriculum, dissemination of knowledge with clear learning objectives, and assessment based on the developments pertinent to the local, regional, national, and international needs. The college offers 19 UG programmes, 12 PG programmes and 14 Ph.D., Programmes**

**In 2019 - 2020, the college adopted an Outcome Based Education system with CBCS pattern. The Program Educational Objectives,**

Programme Outcomes, Program Specific Outcomes, and Course Outcomes are defined. The college strives in creating and sustaining an academic environment conducive to academic excellence. The curriculum delivery ensures that the youth are inspired through quality education, provoking the methodologies to foster technology, forge awareness on the emerging arena and imbibe leadership quality.The college periodically reviews and updates the curriculum based on the latest trends in academia and industry.

The curriculum development cell of the college facilitates designing the curriculum. The curriculum is placed in the BOS for approval. The BOS will look into the POs, PSOs and COs before approving. With the recommendation of BOS the department program outcomes are finalized. In addition the mapping of program outcomes with course outcomes were done for all the courses.

| File Description | Documents |
|---|---|
| Upload additional information, if any | View File |
| Link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/1.1.1.pdf |

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

3

| File Description | Documents |
|---|---|
| Minutes of relevant Academic Council/BOS meeting | View File |
| Details of syllabus revision during the year | View File |
| Any additional information | View File |

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

804

| File Description | Documents |
|---|---|
| Curriculum / Syllabus of such courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses | View File |
| MoUs with relevant organizations for these courses, if any | **No File Uploaded** |
| Any additional information | View File |

## 1.2 - Academic Flexibility

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

**12**

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

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

**29**

| File Description | Documents |
|---|---|
| Minutes of relevant Academic Council/BoS meetings | View File |
| Any additional information | View File |
| List of Add on /Certificate programs (Data Template) | View File |

## 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

**Gender Equity**

The students are given fair play to stay equal with genders by including certain courses in the curriculum. The courses are Feminism, History of Tamil Literature, History and Culture of Tamilians, Women Empowerment, History of Indian Women up to 1985 AD and Literature and Gender.

**Environmental sustainability**

The syllabus framed from UGC are prescribed for all the UG students to create awareness on the issues related to environment and sustainability. The topics covered under Environmental Science are Natural resources, Ecosystem, Biodiversity and its conservation, Pollution, Waste management, Disaster management, Environmental Ethics and Environmental Protection Act.

**Human values**

A course on value education is given to all the UG students. Through Value education the ability of the individuals are developed. It inculcates kindness, honesty, truthfulness, generosity, tolerance and respect of everyone.

**Professional Ethics**

Professional Ethics is included as a necessary component in the syllabus for the programs which are applicable. Also, the Professional Ethics and Code of Conduct committee has been established to look in to the standards of public and private etiquettes of the students in order to bring about a positive behavioural outcome.

| 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 | View File |
| Any additional information | View File |

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

35

| File Description | Documents |
|---|---|
| List of value-added courses | View File |
| Brochure or any other document relating to value-added courses | **No File Uploaded** |
| Any additional information | View File |

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

**2050**

| File Description | Documents |
|---|---|
| List of students enrolled | View File |
| Any additional information | View File |

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

**1509**

| File Description | Documents |
|---|---|
| List of programmes and number of students undertaking field projects / internships / student projects | View File |
| Any additional information | View File |

**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 | https://dkmcollege.ac.in/feedback/ |
| Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management | View File |
| Any additional information | View File |

**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 | https://dkmcollege.ac.in/feedback/ |
| Any additional information | View File |

## 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

**1161**

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

### 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)

**1161**

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

## 2.2 - Catering to Student Diversity

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

**Significant steps have been initiated by the institution to support and strengthen both slow and advanced learners.Student Induction Programme (SIP) were organised for the first-year students before the commencement of regular classes to fill the gap between the school education and collegiate education. They were made familiarized with the Institutional Culture, Teaching-**

Learning methodology, modes of assessment and opportunities available for them.

Based on the performance of the students in Continuous Assessment Examination, students who experience difficulties in their studies were identified as slow learners. Every Department regularly conducts remedial classes for them. Remedial classes were scheduled apart from regular working hours. They were made to sit with the Advanced learners to facilitate Peer learning. Class test and slip test were conducted for slow learners.

Advanced students were encouraged to take part in seminars, paper presentations, conferences, and intercollegiate competitions. Students with research interest were encouraged to take up Mini Project which would help them to gain extra credit. Advanced Learners were encouraged to enroll in the IAS/IPS Coaching Centre in the college to compete in competitive exams. Post Graduate Departments conducts NET/SET classes. Advanced learners were encouraged to take Online courses available in MOOCs in Swayam Portal.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.in/ |

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

| Year | Number of Students | Number of Teachers |
|---|---|---|
| 20/06/2022 | 3381 | 134 |

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

## 2.3 - Teaching- Learning Process

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

In order to make an efficient Teaching-Learning experience, the institution has adopted the student centric methodology like Experiential and Participative learning.

The Institution promotes Learning with Experience among the students through laboratory sessions for practical classes, Virtual lab, Language labs and extension activities. Internship and Mini Projects help them towardsExperiential Learning. Assignment, Seminars, Field work, Industrial visits, lab work were undertaken to enrichen the students to acquire practical skills.

Participative Learning is promoted through Workshop participation, Group Discussion, Quiz Competition, Readers Club, Human Library, Role Play method. Sales Melas, Storytelling Competitions and Exhibitions organised by the departments encourages participative learning environment. Students were motivated to contribute their writings for the college magazine and in "Vaagai malar" a journal of Tamil Department. They were also encouraged to participate in MUN- Model United Nations organised by English Department. Self-study courses with additional credits were included in the curriculum for PG students.

Problem solving methodology were enhanced by giving Assignments, Poster Presentations, and Preparation of Models. Events like Seminars, Conferences, Panel Discussion and Debates provides an opportunity for the students to enhance the problem-solving skills.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional Information | https://dkmcollege.in/ |

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

The Institution provides a complete Wi-fi enabled classrooms which facilitated the faculties to adapt the ICT in their Teaching methodology. The college has ICT Enabled smart classrooms having Desktops, Laptops, and Projectors which helps in the e-learning process.

Every Department has been allocated with a Smart class room for making the faculties to use of ICT for their teaching instead of conventional teaching method. For recording Video lectures, a separate Audio-Visual room is provided with all necessary

equipment which enables the faculty members to record their video lectures. The faculties were given necessary orientation to adapt ICT in their teaching. The usage of ICT by faculties enables the students to have a better learning experience. Faculties of our College uses Google Classrooms for Online Assignments, shares E-Content through Whats App and shares links to watch Youtube videos and virtual lab.

The college has an automated library that makes it simple for faculties and students to locate their books. Through INFLIBNET and N-List, the library makes e-resources accessible to teachers and students. The digital library of the college also makes it easier to search for and retrieve information and makes it possible to access information from anywhere in the world.

| File Description | Documents |
|---|---|
| Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process | https://dkmcollege.ac.in/e-resources/ |
| Upload any additional information | View File |

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

### 2.3.3.1 - Number of mentors

134

| File Description | Documents |
|---|---|
| Upload year-wise number of students enrolled and full-time teachers on roll | View File |
| Circulars with regard to assigning mentors to mentees | View File |

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

The Institution takes utmost care to plan and organize the Academic events of the college. Academic Calendar was preparedin the beginning of the year. The Academic calendar includes the important dates relating to the date of commencement and completion of the semester, date of the Continuous Assessment and Model Exams, total number of working days and the dates of the important events.Annual Academic Plan for every department

is proposed in the beginning of the Academic year. The Department's Association activities, invited guest lectures, the organization of National and International seminars/conferences, and other proposed Department activities are the primary focus of the academic plan.

Every faculty member is required to prepare a Teaching Plan in the form of a log book, and they strictly adhere to it for each subject they teach. It is expected that each course will have a comprehensive plan outlining the assignments, provided study materials, starting date, and expected completion date of each unit. The Teaching Plan includes day-by-day course planning as well as the actual implementation of the plan. The Log book contained the marks that students received on the Model Exam and Continuous Assessment Exam which helps to analysing the results.

| File Description | Documents |
|---|---|
| Upload the Academic Calendar and Teaching Plans during the year | [View File](#) |

## 2.4 - Teacher Profile and Quality

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

137

| File Description | Documents |
|---|---|
| Year-wise full-time teachers and sanctioned posts for the year | [View File](#) |
| List of the faculty members authenticated by the Head of HEI | [View File](#) |
| Any additional information | [View File](#) |

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

61

| 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 | View File |
| Any additional information | View File |

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

137

| File Description | Documents |
|---|---|
| List of teachers including their PAN, designation, Department and details of their experience | View File |
| Any additional information | View File |

**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**

12

| File Description | Documents |
|---|---|
| List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result | View File |
| Any additional information | View File |

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

49

| File Description | Documents |
|---|---|
| Upload the number of complaints and total number of students who appeared for exams during the year | View File |
| Upload any additional information | View File |

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

- **Examination reforms have been consistently recommended by the academic bodies like Academic Council, Board of Studies and Examination Committee.**
- **Question Papers for the End Semester Examination are set by External Paper- Setters.**
- **End semester answer- Scripts are evaluated by recognized External Examiners and internal examiners as 80 :20.**
- **Papers are exposed to single valuation and the Results are published on the short duration from the date of completion of Central Valuation.**
- **Students indulging in Malpractice in the Examinations are exposed to Punishment as per the guidelines of the Thiruvalluvar University.**
- **Results are published on the college website by the Controllers' Office on obtaining permission from the Result Passing Boards of all subjects.**

- **For the theory papers overall weightage is 25% for internal examinations.**
- **Three CIA exams are conducted for each semester. Best two marks out of three CIA exams are taken for the calculation of internal marks.**
- **For practical, overall weightage is 40%.**

**During 2022-2023, the following new reforms were brought in:**

- **As per the Government Order, It was decided to giveexemptionfor examination fees to the physically challenged students of both Aided and Unaided stream.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.ac.in/examination/rules-and-regulations/ |

## 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

**Since 2019-2020, Outcome Based Education (OBE) pattern has been following in our college. Every department has formulated Programme Outcome (PO). Programme Specific Outcomes (PSOs) and Course Outcomes (CO) which address the specific requirements of the Programmes and Courses.**

**Curriculum Development Cellfacilitates in designing the Curriculum. The respective Board of Studies (BOS), comprised of faculty members, subject matter experts, alumni, students, university representatives, and industry representatives, approved the Programme Outcomes, Programme Educational Objectives (PEOs), and Course Outcomes. With the recommendations of Board of Studies, the Department's Program Specific Outcomes are finalized. The course outcomes are prepared by the respective subject handling faculty members using the action verbs suggested by Bloom Taxonomy which includes different levels such as Knowledge, Understand, Application, Analysis, Evaluation and Create. Mapping of Programme Outcomes (POs) with Course Outcomes (COs) were done for all the courses in a matrix.**

- **The POs and Cos of all the Programmes and Courses were published in the college website of the College and also the print version is available in the Departments.**
- **The POs and Cos were clearly explained to the students by the respective faculty handling the course in the first day (or) tutorial hour of the course.**

| File Description | Documents |
|---|---|
| Upload COs for all courses (exemplars from the Glossary) | [View File](#) |
| Upload any additional information | [View File](#) |
| Link for additional Information | https://dkmcollege.ac.in/academic/ |

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

The Curriculum of the Institution is designed in a way that it takes all the POs, PSOs and COs into consideration and ensures that the curriculum is strongly matched with the Programme Objectives. Knowledge and skill that students acquire in their subject and also their capacity for critical thinking, are evaluated through Continuous Internal Assessment, End Semester Examinations and Assignments.Our Institution has adopted the Direct method to calculate the attainment of Course Outcomes for all the UG and PG programmes.

- The assessment and evaluation were done during the Continuous Internal Assessmentand Final End Semester Examinations. ·
- For Continuous Internal Assessment, the weightage is 25 marks (Assessment test- 20, Assignment-2, Seminar-3). For Final End Semester Examinations, the weightage is 75 marks, making a total of 100 marks for each Course. ·

- Students' research attitude is measured by the way of granting extra credit for the Mini Projects in UG Programmes. For PG Programmes, the Project was incorporated in the syllabus itself. ·
- The Result passing board convened by the Controller of Examinations declares the Semester Examination results in the Results Passing Board meeting in the presence of Principal, University nominee and all the Heads of the Department.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.ac.in/academic/ |

## 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

**1086**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students appear for and passed in the final year examinations | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://dkmcollege.ac.in/annual-report/ |

## 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://dkmcollege.ac.in/feedback/

## 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

DKM College for Women has framed a definitive research committee and policy that is intended to promote research culture among the rural students and inspire faculties to exercise their research investigation and apply valuable solutions to the raging societal problems.

DST-FIST laboratory with State-of-the-art research center is designed to support 13 functional Ph.D Department scholars.

The MATLAB has a high-level performance language that is used for technical computing.

A conventional central animal house is monitored in accordance with the standards established by the Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA)

The institution has started DKMCFRIduring August 2022 to serve as a centralized space for research activities. Dr. P. N. Sudha, Former Principal and Professor of Chemistry who has been listed among the Stanford University in top 2% of the most influential scientists in the world and Dr. Anbalagan, Former professor of Commerce, was appointed as Directors of science and humanities respectively.

The faculty members of the college have received grants, published 31 research articles and 39 book Chapters and 21 National/International Seminars/Conferences from various disciplines. The college has Sanctioned Rs.1,58,084, as seed money to the faculty members for research activities.

| File Description | Documents |
|---|---|
| Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption | View File |
| Provide URL of policy document on promotion of research uploaded on the website | https://dkmcollege.ac.in/wp-content/uploads/2023/01/Research-policy.pdf |
| Any additional information | View File |

## 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)

1.58

| File Description | Documents |
|---|---|
| Minutes of the relevant bodies of the institution regarding seed money | View File |
| Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized | View File |
| List of teachers receiving grant and details of grant received | View File |
| Any additional information | View File |

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

1

| File Description | Documents |
|---|---|
| e-copies of the award letters of the teachers | View File |
| List of teachers and details of their international fellowship(s) | View File |
| 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)**

0.225

| File Description | Documents |
|---|---|
| e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations | View File |
| List of projects and grant details | View File |
| Any additional information | No File Uploaded |

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

**3**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.ac.in/research/funded-projects/ |
| List of research projects during the year | [View File](#) |

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

**28**

| File Description | Documents |
|---|---|
| Upload copies of the letter of the university recognizing teachers as research guides | [View File](#) |
| Institutional data in Prescribed format | [View File](#) |

### 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 | [View File](#) |
| Paste link to funding agencies' website | https://dkmcollege.ac.in/research/funded-projects/ |
| Any additional information | [View File](#) |

### 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.

**There is a recognized Centre for research and Innovation (DKMCFRI) that encourages the creation, development and implementation of novel ideas through DST FIST Laboratory.**

The Institution's Innovation Cell (IIC) and Department of Physics has encouraged its students for various start-ups' through a one day training programme in entrepreneurship training which helps to nurture them and transform innovations into a vital force for self-employment.

The EDP cell (Entrepreneurial Development Cell) joins hands along with IIC in identifying the students with entrepreneurships ideas. Also an educating program has been organized where Ms.S.Geethalakshmi student of II M.Sc Computer Science and Ms.S.Mythili of II B.Sc ISM, a successful entrepreneur oneself had given and hand on training in handicraft making and shared the ways to use technology to sell the products online as a budding entrepreneur during the year.

Faculty members have received Rs. 22,500 from various funded agencies during the year. Seed money of Rs.1,58,014 was also granted by the Management to support the research excellence under which 29 Students were taken up projects . Students and Staff have participated and won consolation prizes for their innovations in a competition entitled Sacred Heart Young Innovator Award (SHYIA) organized by Sacred Heart College (autonomous), Tirupattur.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/3.3.1-Addtional-File.pdf |

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

50

| File Description | Documents |
|---|---|
| Report of the events | [View File](#) |
| List of workshops/seminars conducted during the year | [View File](#) |
| Any additional information | [View File](#) |

## 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**

**A. All 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 | View File |
| Any additional information | View File |

**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**

**16**

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

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

**32**

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

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

**39**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/3.4.4-ADDITIONAL.pdf |

### 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

**54**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Bibliometrics of the publications during the year | View File |

### 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

**5**

| File Description | Documents |
|---|---|
| Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution | View File |
| Any additional information | View File |

## 3.5 - Consultancy

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

**0.122**

| File Description | Documents |
|---|---|
| Audited statements of accounts indicating the revenue generated through consultancy and corporate training | View File |
| List of consultants and revenue generated by them | View File |
| 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 | View File |
| List of training programmes, teachers and staff trained for undertaking consultancy | No File Uploaded |
| List of facilities and staff available for undertaking consultancy | View File |
| 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

**The College is well connected with its neighborhood and promotes constant interaction which involves student participation.In addition to academics and research, the students are involved in social services through NSS, NCC, CCC and YRC which help in**

**community development.**

**Through these units, the college performs various extension activities in the neighborhood community. Sekkanur Village has been adopted by the college for the next five years to enrich the village with abandoned extension services by all the Departments and clubs and committees.**

**The various clubs and committees have conducted health check up,blood donation camp,tree plantation,diet counseling and career guidance programs.**

**All the Departments of the college is concerned about the social responsibilities for molding students into responsible citizens of the country by making students to be aware of social issues and also to initiate a step to find solutions through extension services like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety,Plastic eradication, and teaching to read and write.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://dkmcollege.ac.in/academic/newsletter/](https://dkmcollege.ac.in/academic/newsletter/) |

**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**

**3**

| File Description | Documents |
|---|---|
| Number of awards for extension activities in during the year | [View File](#) |
| e-copy of the award letters | [View File](#) |
| Any additional information | [View File](#) |

**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)**

41

| File Description | Documents |
|---|---|
| Reports of the events organized | [View File](#) |
| Any additional information | [View File](#) |

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

1230

| File Description | Documents |
|---|---|
| Reports of the events | [View File](#) |
| Any additional information | [View File](#) |

**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**

300

| File Description | Documents |
|---|---|
| Copies of documents highlighting collaboration | [View File](#) |
| Any additional information | [View File](#) |

**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)**

5

| File Description | Documents |
|---|---|
| e-copies of the MoUs with institution/ industry/ corporate house | [View File](#) |
| Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year | [View File](#) |
| Any additional information | [View File](#) |

## INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 - Physical Facilities

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

**ICT ENABLED CLASSROOMS**

**The College has 83 class rooms including 13 ICT enabled classrooms, 6 Seminar halls/Auditorium/Conference halls with ICT facilities.**

**COACHING CENTRE**

**The College has separate coaching center with 2880 Books offering free coaching for the students and alumni of the college.**

**LIBRARY FACILITIES**

**Main Library houses 36055 books, 917 thesis, 16 Printed journals and e-Resources. N List programme which is subsumed under e-ShodhSindhu consortium with access to 6000+ journals, 1,99,500+ ebooks and 6,00,000 ebooks provided through NDL.The Digital library has 34 latest systems to access e-resources. The Digital library also aids in virtual learning and research which provides access to video lessons and learning materials.**

**LABORATORIES**

**There are 18 well equipped laboratories with latest instruments. There are 259 computer systems in the computer lab with software for programming languages.The Language lab in the campus supports students to develop their communication skills. There are 32 systems with ORELL language lab software. The DST-FIST lab is fully functional with different state of the art equipment and MATLAB license software is also functioning in the college.**

**OTHER FACILITIES**

**Students Xerox is available for the students and staff. Each department is provided with a computer and a printer.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/gallery/photos/ |

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 Institution has both indoor and outdoor sports facilities. It has a 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, Chess, Carom, Table Tennis etc. the college has various sports teams representing the institution at district, state, 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 equipment needed to play the games in a professional manner. The institute has open and closed auditorium which are used by the students for organizing different cultural & social activities. Around 216 students actively participate in the practical yoga classes which are offered as a non-major subject by the Physical Education department from 01.02.2023 to 24.02.2023. Coaches/Instructors for yoga are hired to give training to for yoga there are more than 100 yoga mates used for yoga classes. The college has fine arts club which conducts various competitions every year. Department of Tamil organized Muthamilvila on 24.02.2023 which help the students to exhibit their hidden talents.

| File Description | Documents |
|---|---|
| Geotagged pictures | [View File](#) |
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/gallery/photos/wppaspec/oc1/lnen/cv0/ab38 |

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

89

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | [View File](#) |

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

**95.49555**

| File Description | Documents |
|---|---|
| Upload audited utilization statements | [View File](#) |
| Details of Expenditure, excluding salary, during the years | [View File](#) |
| 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)

**The library is fully automated and it utilizes the AutoLib Software for the same.**

**AutoLib – The AutoLib software is fully integrated, versatile, user-friendly, cost-effective and multi-user Library automation software. AutoLib is completely a web based Library Management Software (LMS) designed, developed and promoted by AutoLib Software Systems, Chennai using latest JAVA Technologies. It is WEB enabled for Intranet and Internet environments, incorporating latest IT/WEB tools and techniques and adheres to many international standards.It has integrated modules to take care of all the technical, in-house activities and also provide various services such as**

- **Cataloguing module**

- **Circulation Management System**

- **Serial Control module**

• **Acquisition module**

• **The admin module- various parameters for library policies, rules and regulation related to transactions and other facilities.**

**Salient Features of Library Management Software**

**? Easy to Handle**

**? Holds lakhs of recordsefficiently**

**? Report Management System**

**? Powerful searchfacility**

**? WEB interface to search various databases**

**? Allows networking of libraries for sharing resources and exchange of data**

**? Export and import of data**

**? Trackingusers movement in the library**

**? Interface to barcode scanners/printers**

**? Onlinestock verification support**

**? Transaction alerts through SMS**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://dkmcollege.ac.in/library/special-features/](https://dkmcollege.ac.in/library/special-features/) |

**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 | View File |
| Upload any additional information | View File |

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

1.07979

| File Description | Documents |
|---|---|
| Audited statements of accounts | View File |
| Any additional information | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

## 4.2.4 - 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

19839

| File Description | Documents |
|---|---|
| Upload details of library usage by teachers and students | View File |
| Any additional information | View File |

## 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

D.K.M College has a well defined IT policy that consolidates the various responsibilities of Staff under Data Protection Legislation, Data Protection Policy and email policies as set out in the college. This document sets out policies for communication with students and parents via electronic means including the college website(link-https://dkmcollege.ac.in/ict-policy/), social networking sites and text messaging. ICT Code of Conduct – (Staff members) This policy consolidates the

**various responsibilities of Staff under Data Protection Legislation, Data Protection Policy and email policies as set out in the college. This document sets out policies for communication with students and parents via electronic means including the College SharePoint, social networking sites and text messaging. The policy has been designed to protect the Staff members from allegations of impropriety and it is therefore very important that these provisions are adhered to staff members must not communicate, as part of their professional duties, with students or parents via social networking sites such as Facebook, etc.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://dkmcollege.ac.in/ict-policy/](https://dkmcollege.ac.in/ict-policy/) |

## 4.3.2 - Student - Computer ratio

| Number of Students | Number of Computers |
|---|---|
| **3428** | **326** |

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

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

**A. ?50 Mbps**

| File Description | Documents |
|---|---|
| Details of bandwidth available in the Institution | [View File](#) |
| Upload any additional information | [View File](#) |

## 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 | **No File Uploaded** |
| Paste link for additional information | https://dkmcollege.ac.in/video-lecture/ |
| List of facilities for e-content development (Data Template) | View File |

## 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)

**207.2914**

| File Description | Documents |
|---|---|
| Audited statements of accounts | View File |
| 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 the institution for maintaining and utilizing physical, academic and support facilities. The classrooms are cleaned regularly by the housekeeping staff and the classroom maintenance is monitored by the administration department. Special attention is given to the cleaning of washrooms to maintain a hygienic environment. The students engage in mass cleaning on a specific day in order to make the students aware of Swachitha policy. White washing and painting, varnishing of furniture is done as and when required. Renovation and repairing processes are carried out for laboratories, buildings and toilets whenever necessary. Repairs of electrical and electronic equipment are done regularly. These are monitored by the lab assistants of respective 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. There are adequate sports facilities for indoor and outdoor games. Every year the damaged sports articles are disposed, if damaged and new ones are purchased. The library is well-maintained with annual stock checking. The damaged books are mended or stored**

**separately if they are beyond repair.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://dkmcollege.ac.in/3942-2/](https://dkmcollege.ac.in/3942-2/) |

## 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

**1810**

| File Description | Documents |
|---|---|
| Upload self-attested letters with the list of students receiving scholarships | [View File](#) |
| Upload any additional information | [View File](#) |

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

**531**

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

### 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 | https://dkmcollege.ac.in/mhrd-iic/ |
| Details of capability development and schemes | View File |
| Any additional information | View File |

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

**1394**

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

## 5.1.5 - The institution 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 | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |
| Upload any additional information | View File |

## 5.2 - Student Progression

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

**430**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

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

**257**

| File Description | Documents |
|---|---|
| Upload supporting data for students/alumni | View File |
| Details of students who went for higher education | View File |
| Any additional information | View File |

### 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

**2**

| File Description | Documents |
|---|---|
| Upload supporting data for students/alumni | View File |
| Any additional information | View File |

## 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

**42**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |

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

**Annually, the College Principal selects Student Union/Council leaders based on student proficiency. Department Heads and Club/Cell Coordinators choose respective Secretaries. These individuals form the Union/Council, with the Principal as President and three senior faculty as Vice Presidents.**

**The structure entails:**

- **Principal: President**
- **Three senior faculty: Vice Presidents**
- **Final year students: Chairman & Vice-Chairman**
- **Second year student: Union/Council Secretary**
- **Student Secretaries: Departments, Clubs/Committees**

**Executive functions include maintaining campus discipline, weekly Assembly Meetings, promoting outreach activities, bridging student-management/principal/staff gaps, coordinating departmental and social activities, and participating in event committees.**

**Students play roles in academic/admin bodies, offering insights in the Annual Academic Council Meeting.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.ac.in/students-council/ |

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

**11**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| List of sports and cultural events / competitions organised per year | **No File Uploaded** |
| Upload any additional information | View File |

## 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

The College actively nurtures its Alumni Association to foster strong ties with former students. The association orchestrates consistent engagement through initiatives like annual Reconnect meets. These gatherings include around 500 to 600 alumni who connect with each other, students, and staff, facilitated by the College Secretary and Principal's addresses. While usually held in person, recent online versions connected international alumni.

The Alumni Association maintains a database, facilitates participation in curriculum enhancement through Board of Studies Meetings, shares placement info, and arranges programs where alumni share insights and lead skill workshops. Distinguished alumni, often in high positions, motivate current students through speeches.

Alumni notably contribute to curriculum development, joining Board of Studies Meetings to provide valuable input. They also serve as resource persons for campus events, offering thematic talks and skill-building workshops, enhancing students' employability.

Notably, Shakuntala Kaaliannan's endowment fund supports economically and socially disadvantaged alumni, utilizing the interest to aid them annually. Additionally, Commerce Department alumni established an endowment lecture in honor of Luca Pacioli, contributing Rs. 25,000. Annually, an endowment lecture is conducted out of the interest amount received from the corpus fund.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional Information | https://dkmcollege.ac.in/alumni-association/ |

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

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

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

DKM College for Women strictly adheres to the vision and mission of our college. We not only strive to provide a good education but also aim for the overall development of our students. We achieve this by offering various skill development programs that are essential for entering in to job markets.

The leadership at the helm, in the form of the Governing Body, works closely with the college Principal to ensure that the institution's policies and practices align with its defined vision "To create and promote holistic and integrated development in rural areas, while imparting quality higher education" and mission of the college "To enable students to achieve academic excellence through effective teaching, thorough learning and systematic evaluation" and "To empower the students through various programmes and practices, enabling them to emerge as economically independent, personally upright, morally sound, culturally refined, spiritually aware, socially responsible and nationally conscious".

To achieve the institution's vision and mission, all the Departments, various committees and clubs have been formed to perform important academic and administrative activities in the college.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional Information | https://dkmcollege.ac.in/vision-mission/ |

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

**The hierarchical structure of our Institution begins with the Management at the top level and followed by Principal, HOD, Teaching & Non-Teaching staff members. The Management and Principal take important decisions related to the functions and the HoD's and staff members are given powers to execute the daily operations at their level. The HoD's and staff members and non-teaching report the progress and updates to the Principal. Since the authority is given even to the junior staff members to conduct daily operations freely and effectively. Each and every one will be specialized in their area.**

**Clubs/Committees**

**Welfare of the students is the top priority at our college. The student council comprising various Clubs/Committees is formed at every year to work diligently to the welfare of the students by coordinating the academic and co-curricular activities. The Clubs/Committee comprising teachers and student representatives execute the activities in a decentralized way and all the activities are monitored by the Principal. The college leadership structure is participative and it invites all the staff from multiple levels and students to contribute to the routine operations of the institutions. Through participative management, we create belongingness towards the institution.**

| File Description | Documents |
|---|---|
| Upload strategic plan and deployment documents on the website | [View File]() |
| Upload any additional information | [View File]() |
| Paste link for additional Information | https://dkmcollege.ac.in/iqac/member/ |

## 6.2 - Strategy Development and Deployment

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

DKM College for Women has been experiencing significant growth in recent years. "DKMC VISION 2023," formulated after a careful consideration of the institution's overall expansion and diversification in all areas. The effective implementation of "DKMC VISION 2022" can be observed at various levels, demonstrating the realization of the college's mission and vision.

The Plan:

- Improved Infrastructure Facilities.

- Automation of the library and increased library resources.

- Integration of ICT,

- Updation of Curriculum

- Conduct of conferences and seminars

- Free coaching classes for Competitive Exams

- Restoration of National Cadet Corps

- MOOC courses for students

- Initiatives on clean energy and green driving

- Concentration on society through extension activities

The Execution:

- The infrastructure was significantly upgraded during the accreditation period.

- The library now has a larger collection, including 16 journals, such as N-list.

- The Government grant of Rs. 96,00,000 for the DST-FIST Lab demonstrates that the college's research has improved.

- To give more importance to performance based education OBE pattern was implemented

- **Separate self-study papers were introduced for the PG students**

- **MOOC courses were made compulsory for PG degrees**

- **Extension activities were conducted at Sekkanur, the adopted village**

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/CURRICULUM-DESIGN-DEVELOPMENT.pdf |
| Upload any additional information | View File |

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 policy decisions are taken at the top level and it is communicated to everyone in the Institutions. The administrative set up, affirntment service rules and other procedures are given below.**

**Administrative set up**

- **Executive Committee and Governing Body**

- **College Committee**

- **Statutory Bodies**

- **Appointment Committee**

- **Research Body- DKMCFRI**

**Executive Committee and Governing Body**

**Through Executive Committee and Governing Body, the NKM Trust oversees the DKM Institution. The Governing Body ratifies and endorses all of the College's political decisions.**

**Statutory Bodies**

**Finance and Purchasing Committees are statutory bodies that the institution has established in compliance with the regulations. The college's financial and purchasing committees monitor the institution's finances, support fundraising activities, and oversee them. In determining the many academic and administrative requirements that the College has, the purchase Company is essential.**

**Appointment Committee**

**Employee selection, recruiting, and service, the College adheres to UGC norms as well as Tamil Nadu government rules. The Appointment Committee is made up of the Trust Members, the Secretary, and the Principal, a member of the Governance Body, a University Nominee, Subject Experts, and two Senior Faculty members from the College. It was created for interviews. The UGC guidelines are followed with strict adherence.**

| File Description | Documents |
|---|---|
| Paste link to Organogram on the institution webpage | https://dkmcollege.ac.in/organogram/ |
| Upload any additional information | View File |
| Paste link for additional Information | https://dkmcollege.ac.in/administration/ |

**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 | View File |
| Screen shots of user interfaces | View File |
| Details of implementation of e-governance in areas of operation | View File |
| Any additional information | View File |

## 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 believes that the health of its teaching and support staff is critical to the college's success. It provides the following steps for the professional and personal well-being of its teaching and non-teaching faculty:

- Staff tour

- Interest-Free Loans

- Festival Advances

- Free Wi-Fi facilities, Mail ids with the institution's domain

- "On Duty Leave" to participate as resource persons or consultants in various National and International conferences workshops, seminars, and other events.

Faculty members are encouraged to participate in MOOCs and short-term courses. They are also allowed to attend FDPs, orientation, and refresher courses. On special occasions, the management provides complimentary lunch refreshments.

Avenues for Career Development and Progression

- Induction and training programs for newly recruited staff

- Provide salary hikes as incentives for staff in the self-financed stream who complete their Ph.D., degrees.

- Various other training programs, such as content writing and research projects, are available for the teaching fraternity.

- Registration fees provided to staff members who presents paper in conferences/seminars

- As the token of love free gifts were provided by the management to all the staff members at the end of the Academic year.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [https://dkmcollege.ac.in/3942-2/]() |

## 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

**6**

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

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

**2**

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres) | [View File]() |
| Upload any additional information | [View File]() |

## 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.)

**56**

| File Description | Documents |
|---|---|
| Summary of the IQAC report | View File |
| Reports of the Human Resource Development Centres (UGC ASC or other relevant centers) | View File |
| Upload any additional information | View File |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

**The college periodically reviews its financial records at both the internal and external levels. All registers and records under internal audit have been properly maintained in accordance with standards, and an auditor has verified this. He verifies all the documentation and receipts. The college offers self-financed courses in addition to grant-in-aid programs. Therefore, financial transactions are audited by the Joint Director of Collegiate Education, Vellore Region, and the Accountant General's (AG's) Office the Government of Tamil Nadu. The chairman of the institution is responsible for making decisions and managing the institution's overall financial resources. For salary grants and other financial purposes in the aided sector, the Secretary is the authorized signatory approved by the Director of Collegiate Education. The Secretary is also responsible for the general management and distribution of funds. The principal of the institution is responsible for approving funds for various academic and administrative requirements. The statutory auditor conducts audits for each account at the end of the fiscal year, while also taking into account the observations made by the internal auditor. All financial activities are routinely audited by internal auditors, and a report is produced regularly.**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | https://dkmcollege.ac.in/iqac/member/ |

## 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)

0.15573

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Details of funds / grants received from non-government bodies, individuals, philanthropists during the year | View File |
| Any additional information | View File |

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

For the purpose of achieving its strategic plans and objectives, the college has implemented a policy to generate resources. The available resources are carefully noted and efficiently distributed for optimal utilization. At the beginning of each year, the college council prepares the budget allocation for academic and administrative activities. It raises money from a variety of sources, including student fees, government scholarships, salary support for personnel who receive assistance, major and minor projects carried out by the staff, and more. The Different Funds are as follows:

- Central Government Funds

- UGC Autonomous Grant

- DST – FIST Grant

State Government Funds

- Grant-in-aid for salary

- State government fund for NSS SSP (Student Support Programme) Scholarships

Non-Government Funds

- Students' fee from self-financing courses

- Endowment awards Funds raised by Departments/Associations,

- Aid from Philanthropists

- **Contributions from Alumni**

**The Finance Committee of the collegeis responsible for evaluating, creating budgets, monitoring the use of funds, and overseeing personnel hired by the institution. For any purchases and the use of cash or grants, the consent of the Purchase Committee is required. The college closely monitors the allocation and usage of funds across its various departments. The management evaluates fund requests that have special permission based on the proposal.**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional Information | https://dkmcollege.ac.in/research/funded-projects/ |

## 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 IQAC plays a significant role in ensuring quality on both the administrative and academic side of the college. The IQAC has institutionalized more practices viz.**

- **Streaming of academic and administrative tasks**

- **Promotion of Research**

- **Updation of the curriculum**

- **Quality enhancement by participating in NIRF/AISHE/AAP/AQAR**

- **Patents and Book publications**

**1. Streaming of academic and administrative tasks**

The IQAC proposes a number of best practices in various aspects of the functioning of the administrative and academic fronts.

2. Promotion of Research

The IQAC has organized an FDP on Research Methodology and how to publish in Scopus and UGC care listed Journals.

3. Updation of the curriculum (Skill Based)

Since 2019-2020, Outcome Based Education (OBE) pattern has been following in our college. Every department has formulated Programme Outcome (PO).

4. Quality enhancement by participating in ranking framework

To improve our functioning and to have healthy competitions with other institutes, the college participated in the NIRF ranking during the year 2021.

5. Patents and Book publications by our staff members

Three staff members have published the patent. Further our staff members have published book chapters, articles in reputed journals and papers were presented in various conferences and seminars conducted at various institutions.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | https://dkmcollege.ac.in/minutes/ |

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 is the coordinating organ of the various bodies in the college with a view to enhance the quality and excellence of the academic processes in the Institution. Thus, the IQAC practically contributes to the improvement, enrichment and further development of the teaching –learning process. Academic Audits are conducted annually by the IQAC. The IQAC and its members conduct an Internal Audit wherein departments are made to face the audit which includes a SWOC. Analysis of their performance based on results, research projects, effective

curriculum implementation and use of ICT-related pedagogical methodologies.

The IQAC collects Feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. The IQAC diligently watches over the development of new methodologies in teaching - learning. With the Institution adopting the Outcome Based Education in its curriculum, the IQAC has been keenly monitoring the outlining of the Programme Outcomes, Programme Educational Outcomes and Programme Specific Outcomes. The IQAC also conducted orientation and introductory workshops for the faculty members on the Outcome Based Education Model, Bloom's Taxonomy, framing the learning outcomes.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/feedback/ |

**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 | https://dkmcollege.ac.in/iqac/aap-reports/ |
| Upload e-copies of accreditations and certification | [View File](#) |
| Upload details of quality assurance initiatives of the institution | [View File](#) |
| Upload any additional information | [View File](#) |

**INSTITUTIONAL VALUES AND BEST PRACTICES**

## 7.1 - Institutional Values and Social Responsibilities

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

1. Annual Gender Sensitization Action Plan

a ) Gender Sensitization through Curricular initiatives:

The curriculum includes gender-sensitizing courses on women's empowerment, history, literature, evolution, physiology, entrepreneurial opportunities, promoting women's empowerment and understanding.

b). Gender Sensitization through co-curricular initiatives:

The institution fosters gender equity through committees, male staff involvement, and inclusive academic programs, addressing women's concerns with male resource participation.

2. Specific facilities provided for Women in terms of:

a. Safety and Security

The college prioritizes safety with guards, CCTV, and safety measures. It has committees for women's rights and grievances, along with SMS alerts for absenteeism.

b. Counseling.

Monthly Mentor Mentee meeting analyzes wards' physical and mental well-being; student support center provides confidential grief, marital, and relationship counseling.

c. Curriculum design of the college

Institution offers yoga, meditation and soft skills training.

d. Common Rooms

Recreational amenities provided by the college. The Library's Quadrangle serves as a gathering place for discussions and debates.

e. Day care center for young children

College offers free day care for toddlers.

**f. Health centre**

**Health center on campus provides medical emergencies room.**

**g. Any other information:**

**Sanitary pads and iron tablets are distributed at free of cost.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.in/wp-content/uploads/2023/08/7.1.1-Upload-any-additional-information.pdf |

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

**C. Any 2 of the above**

| File Description | Documents |
|---|---|
| Geotagged Photographs | [View File](#) |
| Any other relevant information | [View File](#) |

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

**1. Solid waste management**

**The college is dedicated in maintaining a clean campus through regular clean-ups and strict waste management, promoting healthy practices through Enviro club, awareness programs, sign boards and using separate bins for degradable and non-degradable waste.**

**2. Liquid waste management**

**The college strictly manages water waste, ensuring that campus wastewater is disposed of into underground tanks and directed to corporation sewers.**

## 3. Biomedical Waste Management

Biomedical waste from Zoology, Biochemistry, Microbiology, Biotechnology and animal house is treated using autoclaving and incineration, collected and disposed of by Ken Biolinks Pvt. Ltd.

## 4. e-Waste Management

E-wastes are regularly collected and recycled through vendors, with a proper procurement strategy implemented to avoid excess waste.

## 5. Waste Recycling System

The institution employs professional vendors for safe waste disposal and recycling within the campus, implementing an effective waste recycling strategy.

## 6. Hazardous chemicals and radioactive waste management

The college does not use hazardous chemicals and generates no radioactive waste.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | [View File](#) |
| Geotagged photographs of the facilities | [View File](#) |
| Any other relevant information | [View File](#) |

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

A. Any 4 or all of the above

| File Description | Documents |
|---|---|
| Geotagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

## 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

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

| File Description | Documents |
|---|---|
| Geotagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

## 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 | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

**7.1.7 - The Institution has 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.**

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

| File Description | Documents |
|---|---|
| Geotagged photographs / videos of facilities | View File |
| Policy documents and brochures on the support to be provided | View File |
| Details of the software procured for providing assistance | View File |
| Any other relevant information | View File |

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).

**Cultural, Regional and Linguistic Inclusiveness:**

- **To support and inspire student's interest in acting, dancing, singing, music, fashion design, rangoli, painting, and cuisine, the DKM College Fine Arts Team**

organizes a variety of cultural events each year.

- All types of regional festivals like Pongal, Diwali and Onam are celebrated regularly in the college every year by the NSS and College Union.

- The curriculum has part Part I and II courses in Tamil, English and Hindi respectively contributing to the linguistic diversities.

## Communal Inclusiveness:

- The college strictly follows the reservation norms of the State Government for the appointment of teaching and non-teaching staff in the college.

- The socially-backward students like ST/SC/OBC (non-creamy layer)/Minorities are offered special privilege for admission by relaxation of the entry marks and by offering different types of incentives and scholarship opportunities from the State Government and college resources.

- The college has a provision for exemption in exams fees and extra time as per the University norms/ State Government Rules for differently-abled students. Scribe Facility is also provided to the students.

## Socio-economic Inclusiveness:

- .Amount of ? 15000 and ? 4000 towards International White Cane Day contribution 2022 and Indian council for Child Welfare was contributed by staff and students.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |

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

**DKM College for Women is always committed to organize programmes to impart constitutional principles and ethics to the student community. The important duties and responsibilities as citizens of India are communicated to students through various social and extension activities conducted under clubs/committees of the College. The Programmes are as follows**

- **Independence Day Celebrations**

- **Constitutional Day**

- **Republic Day celebrations**

- **Mann ki Bath**

- **Voters Day**

- **Anti-drug pledge**

- **National Leaders Awareness Programme**

- **Iconic Week Freedom Tri- Colour**

- **Environmental awareness programme**

- **Joy of giving**

- **Blood donation camp**

- **Distribution of Kabasura Kudineer**

- **Pledge against usage of drugs**

- **Awareness rally against drug**

- **World AIDS Observation Day**

- **Awareness on Encephalitis**

- **Consumer Awareness Rally**

- **Addiction Treatment Facility Programme**

- **Fit India Run 3.0**

- **Hur Ghar Tiranga**

- **Vigilance awareness programme**

- **Vellore Sepoy mutiny**

- **International Yoga Day**

- **World Bicycle Day**

- **National Unity Day**

- **Swatch Bharath pledge**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values necessary to transform students into responsible citizens | [View File](#) |
| Any other relevant information | [View File](#) |

**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 | View File |
| 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 | View File |
| Any other relevant information | View File |

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

**The college enthusiastically observes both National and religious festivals to actively encourage communal, religious, cultural harmony, effective socialization and National integration. The institution consistently honours important National days which serve to enhance our sense of patriotism. Further, in order to enhance sentiments of communal togetherness and harmony .National and regional festivals were celebrated. The festivals/National days celebrated are given below.**

- **44th Chess Olympiad rally**

- **Iconic Week Freedom Tri- Colour**

- **National Leaders Awareness Programme**

- **Anti-Drug Awareness rally**

- **National Voters day**

- **Diwali Celebration**

- **Onam Celebration**

- **Pongal Celebration**

- **Republic Day**

- **National pollution control Day**

- **National Science Day**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for during the year | <div align="center">View File</div> |
| Geotagged photographs of some of the events | <div align="center">View File</div> |
| Any other relevant information | <div align="center">View File</div> |

## 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

**https://dkmcollege.ac.in/iqac/best-practices/**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | <div align="center">https://dkmcollege.ac.in/iqac/best-practices/</div> |
| Any other relevant information | <div align="center">https://dkmcollege.in/wp-content/uploads/2023/08/7.2-Any-other-relevant-informations.pdf</div> |

## 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)

**DKMCFRI encourages research excellence among staff and students, emphasizing interdisciplinary collaboration and hands-on project management to enrich student learning. It also provides significant seed funding of 1,58,000 for research-involved students.**

**VISION:**

**The vision of the DKMCFRI is to nurture and promote research and innovation culture in the institution and build a strong research and innovation ecosystem in the campus to showcase the**

institution as a prime centre for inclusive growth of women in the region in the field of Research and Innovation, consultancy and entrepreneurship.

MISSION:

DKM College strives to streamline functional units under a singular operational system, enhancing research management for comprehensive student and faculty development. This alignment with state and national mandates, including HE National Missions, SDGs, and Startup India, underscores the institution's commitment to quality and national self-reliance. Integral to these efforts is the establishment of a robust Research Information Management System (RIMS) to effectively scale up research and innovation activities.

PRACTICES:

Fostering local collaborations enhances student employability, while impactful research empowers staff, boosting institutional reputation. Concluding the proposal phase, student concepts transformed into robust projects, unveiling innovation and dedication, amidst challenges of resources, time, technology, and interdisciplinary collaboration.

| 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 D.K.M College for Women provides quality education through innovation in curriculum, dissemination of knowledge with clear learning objectives, and assessment based on the developments pertinent to the local, regional, national, and international needs. The college offers 19 UG programmes, 12 PG programmes and 14 Ph.D., Programmes

In 2019 - 2020, the college adopted an Outcome Based Education system with CBCS pattern. The Program Educational Objectives, Programme Outcomes, Program Specific Outcomes, and Course Outcomes are defined. The college strives in creating and sustaining an academic environment conducive to academic excellence. The curriculum delivery ensures that the youth are inspired through quality education, provoking the methodologies to foster technology, forge awareness on the emerging arena and imbibe leadership quality.The college periodically reviews and updates the curriculum based on the latest trends in academia and industry.

The curriculum development cell of the college facilitates designing the curriculum. The curriculum is placed in the BOS for approval. The BOS will look into the POs, PSOs and COs before approving. With the recommendation of BOS the department program outcomes are finalized. In addition the mapping of program outcomes with course outcomes were done for all the courses.

| File Description | Documents |
|---|---|
| Upload additional information, if any | [View File](#) |
| Link for additional information | [https://dkmcollege.in/wp-content/uploads/2023/08/1.1.1.pdf](https://dkmcollege.in/wp-content/uploads/2023/08/1.1.1.pdf) |

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

**year**

3

| File Description | Documents |
|---|---|
| Minutes of relevant Academic Council/BOS meeting | View File |
| Details of syllabus revision during the year | View File |
| Any additional information | View File |

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

804

| File Description | Documents |
|---|---|
| Curriculum / Syllabus of such courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses | View File |
| MoUs with relevant organizations for these courses, if any | **No File Uploaded** |
| Any additional information | View File |

## 1.2 - Academic Flexibility

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

12

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

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

**29**

| File Description | Documents |
|---|---|
| Minutes of relevant Academic Council/BoS meetings | View File |
| Any additional information | View File |
| List of Add on /Certificate programs (Data Template) | View File |

## 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

**Gender Equity**

**The students are given fair play to stay equal with genders by including certain courses in the curriculum. The courses are Feminism, History of Tamil Literature, History and Culture of Tamilians, Women Empowerment, History of Indian Women up to 1985 AD and Literature and Gender.**

**Environmental sustainability**

**The syllabus framed from UGC are prescribed for all the UG students to create awareness on the issues related to environment and sustainability. The topics covered under Environmental Science are Natural resources, Ecosystem, Biodiversity and its conservation, Pollution, Waste management, Disaster management, Environmental Ethics and Environmental Protection Act.**

**Human values**

**A course on value education is given to all the UG students. Through Value education the ability of the individuals are developed. It inculcates kindness, honesty, truthfulness, generosity, tolerance and respect of everyone.**

**Professional Ethics**

**Professional Ethics is included as a necessary component in the syllabus for the programs which are applicable. Also, the**

**Professional Ethics and Code of Conduct committee has been established to look in to the standards of public and private etiquettes of the students in order to bring about a positive behavioural outcome.**

| 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 | View File |
| Any additional information | View File |

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

**35**

| File Description | Documents |
|---|---|
| List of value-added courses | View File |
| Brochure or any other document relating to value-added courses | **No File Uploaded** |
| Any additional information | View File |

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

**2050**

| File Description | Documents |
|---|---|
| List of students enrolled | View File |
| Any additional information | View File |

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

**1509**

| File Description | Documents |
|---|---|
| List of programmes and number of students undertaking field projects / internships / student projects | View File |
| Any additional information | View File |

**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 | https://dkmcollege.ac.in/feedback/ |
| Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management | View File |
| Any additional information | View File |

| 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 | https://dkmcollege.ac.in/feedback/ |
| Any additional information | View File |

**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**

**1161**

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

**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)**

**1161**

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

**2.2 - Catering to Student Diversity**

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

**Significant steps have been initiated by the institution to support and strengthen both slow and advanced learners.Student Induction Programme (SIP) were organised for the first-year students before the commencement of regular classes to fill the gap between the school education and collegiate education. They were made familiarized with the Institutional Culture, Teaching-Learning methodology, modes of assessment and opportunities available for them.**

**Based on the performance of the students in Continuous Assessment Examination, students who experience difficulties in their studies were identified as slow learners. Every Department regularly conducts remedial classes for them. Remedial classes were scheduled apart from regular working hours. They were made to sit with the Advanced learners to facilitate Peer learning. Class test and slip test were conducted for slow learners.**

**Advanced students were encouraged to take part in seminars, paper presentations, conferences, and intercollegiate competitions. Students with research interest were encouraged to take up Mini Project which would help them to gain extra credit. Advanced Learners were encouraged to enroll in the IAS/IPS Coaching Centre in the college to compete in**

competitive exams. Post Graduate Departments conducts NET/SET classes. Advanced learners were encouraged to take Online courses available in MOOCs in Swayam Portal.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.in/ |

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

| Year | Number of Students | Number of Teachers |
|---|---|---|
| 20/06/2022 | 3381 | 134 |

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

## 2.3 - Teaching- Learning Process

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

In order to make an efficient Teaching-Learning experience, the institution has adopted the student centric methodology like Experiential and Participative learning.

The Institution promotes Learning with Experience among the students through laboratory sessions for practical classes, Virtual lab, Language labs and extension activities. Internship and Mini Projects help them towardsExperiential Learning. Assignment, Seminars, Field work, Industrial visits, lab work were undertaken to enrichen the students to acquire practical skills.

Participative Learning is promoted through Workshop participation, Group Discussion, Quiz Competition, Readers Club, Human Library, Role Play method. Sales Melas, Storytelling Competitions and Exhibitions organised by the departments encourages participative learning environment. Students were motivated to contribute their writings for the college magazine and in "Vaagai malar" a journal of Tamil Department. They were also encouraged to participate in MUN-

Model United Nations organised by English Department. Self-study courses with additional credits were included in the curriculum for PG students.

Problem solving methodology were enhanced by giving Assignments, Poster Presentations, and Preparation of Models. Events like Seminars, Conferences, Panel Discussion and Debates provides an opportunity for the students to enhance the problem-solving skills.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional Information | [https://dkmcollege.in/](https://dkmcollege.in/) |

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

The Institution provides a complete Wi-fi enabled classrooms which facilitated the faculties to adapt the ICT in their Teaching methodology. The college has ICT Enabled smart classrooms having Desktops, Laptops, and Projectors which helps in the e-learning process.

Every Department has been allocated with a Smart class room for making the faculties to use of ICT for their teaching instead of conventional teaching method. For recording Video lectures, a separate Audio-Visual room is provided with all necessary equipment which enables the faculty members to record their video lectures. The faculties were given necessary orientation to adapt ICT in their teaching. The usage of ICT by faculties enables the students to have a better learning experience. Faculties of our College uses Google Classrooms for Online Assignments, shares E-Content through Whats App and shares links to watch Youtube videos and virtual lab.

The college has an automated library that makes it simple for faculties and students to locate their books. Through INFLIBNET and N-List, the library makes e-resources accessible to teachers and students. The digital library of the college also makes it easier to search for and retrieve information and makes it possible to access information from anywhere in the world.

| File Description | Documents |
|---|---|
| Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process | https://dkmcollege.ac.in/e-resources/ |
| Upload any additional information | View File |

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

## 2.3.3.1 - Number of mentors

**134**

| File Description | Documents |
|---|---|
| Upload year-wise number of students enrolled and full-time teachers on roll | View File |
| Circulars with regard to assigning mentors to mentees | View File |

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

**The Institution takes utmost care to plan and organize the Academic events of the college. Academic Calendar was preparedin the beginning of the year. The Academic calendar includes the important dates relating to the date of commencement and completion of the semester, date of the Continuous Assessment and Model Exams, total number of working days and the dates of the important events.Annual Academic Plan for every department is proposed in the beginning of the Academic year. The Department's Association activities, invited guest lectures, the organization of National and International seminars/conferences, and other proposed Department activities are the primary focus of the academic plan.**

**Every faculty member is required to prepare a Teaching Plan in the form of a log book, and they strictly adhere to it for each subject they teach. It is expected that each course will have a comprehensive plan outlining the assignments, provided study materials, starting date, and expected completion date of each unit. The Teaching Plan includes day-by-day course**

**planning as well as the actual implementation of the plan. The Log book contained the marks that students received on the Model Exam and Continuous Assessment Exam which helps to analysing the results.**

| File Description | Documents |
|---|---|
| Upload the Academic Calendar and Teaching Plans during the year | View File |

## 2.4 - Teacher Profile and Quality

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

**137**

| File Description | Documents |
|---|---|
| Year-wise full-time teachers and sanctioned posts for the year | View File |
| List of the faculty members authenticated by the Head of HEI | View File |
| Any additional information | View File |

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

**61**

| 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 | View File |
| Any additional information | View File |

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

**137**

| File Description | Documents |
|---|---|
| List of teachers including their PAN, designation, Department and details of their experience | View File |
| Any additional information | View File |

## 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

**12**

| File Description | Documents |
|---|---|
| List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result | View File |
| Any additional information | View File |

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

**49**

| File Description | Documents |
|---|---|
| Upload the number of complaints and total number of students who appeared for exams during the year | View File |
| Upload any additional information | View File |

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

- **Examination reforms have been consistently recommended by the academic bodies like Academic Council, Board of Studies and Examination Committee.**
- **Question Papers for the End Semester Examination are set by External Paper- Setters.**
- **End semester answer- Scripts are evaluated by**

recognized External Examiners and internal examiners as
80 :20.

- Papers are exposed to single valuation and the Results
  are published on the short duration from the date of
  completion of Central Valuation.
- Students indulging in Malpractice in the Examinations
  are exposed to Punishment as per the guidelines of the
  Thiruvalluvar University.
- Results are published on the college website by the
  Controllers' Office on obtaining permission from the
  Result Passing Boards of all subjects.

- For the theory papers overall weightage is 25% for
  internal examinations.
- Three CIA exams are conducted for each semester. Best
  two marks out of three CIA exams are taken for the
  calculation of internal marks.
- For practical, overall weightage is 40%.

During 2022-2023, the following new reforms were brought in:

- As per the Government Order, It was decided to
  giveexemptionfor examination fees to the physically
  challenged students of both Aided and Unaided stream.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.ac.in/examination/rules-and-regulations/ |

## 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

Since 2019-2020, Outcome Based Education (OBE) pattern has
been following in our college. Every department has
formulated Programme Outcome (PO). Programme Specific
Outcomes (PSOs) and Course Outcomes (CO) which address the
specific requirements of the Programmes and Courses.

Curriculum Development Cellfacilitates in designing the
Curriculum. The respective Board of Studies (BOS), comprised

of faculty members, subject matter experts, alumni, students, university representatives, and industry representatives, approved the Programme Outcomes, Programme Educational Objectives (PEOs), and Course Outcomes. With the recommendations of Board of Studies, the Department's Program Specific Outcomes are finalized. The course outcomes are prepared by the respective subject handling faculty members using the action verbs suggested by Bloom Taxonomy which includes different levels such as Knowledge, Understand, Application, Analysis, Evaluation and Create. Mapping of Programme Outcomes (POs) with Course Outcomes (COs) were done for all the courses in a matrix.

- The POs and Cos of all the Programmes and Courses were published in the college website of the College and also the print version is available in the Departments.
- The POs and Cos were clearly explained to the students by the respective faculty handling the course in the first day (or) tutorial hour of the course.

| File Description | Documents |
|---|---|
| Upload COs for all courses (exemplars from the Glossary) | [View File](#) |
| Upload any additional information | [View File](#) |
| Link for additional Information | https://dkmcollege.ac.in/academic/ |

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

The Curriculum of the Institution is designed in a way that it takes all the POs, PSOs and COs into consideration and ensures that the curriculum is strongly matched with the Programme Objectives. Knowledge and skill that students acquire in their subject and also their capacity for critical thinking, are evaluated through Continuous Internal Assessment, End Semester Examinations and Assignments.Our Institution has adopted the Direct method to calculate the attainment of Course Outcomes for all the UG and PG programmes.

- **The assessment and evaluation were done during the Continuous Internal Assessmentand Final End Semester Examinations. ·**
- **For Continuous Internal Assessment, the weightage is 25 marks (Assessment test- 20, Assignment-2, Seminar-3). For Final End Semester Examinations, the weightage is 75 marks, making a total of 100 marks for each Course. ·**

- **Students' research attitude is measured by the way of granting extra credit for the Mini Projects in UG Programmes. For PG Programmes, the Project was incorporated in the syllabus itself. ·**
- **The Result passing board convened by the Controller of Examinations declares the Semester Examination results in the Results Passing Board meeting in the presence of Principal, University nominee and all the Heads of the Department.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | [https://dkmcollege.ac.in/academic/](https://dkmcollege.ac.in/academic/) |

## 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

**1086**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students appear for and passed in the final year examinations | [View File](#) |
| Upload any additional information | [View File](#) |
| Paste link for the annual report | [https://dkmcollege.ac.in/annual-report/](https://dkmcollege.ac.in/annual-report/) |

## 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://dkmcollege.ac.in/feedback/

**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

DKM College for Women has framed a definitive research committee and policy that is intended to promote research culture among the rural students and inspire faculties to exercise their research investigation and apply valuable solutions to the raging societal problems.

DST-FIST laboratory with State-of-the-art research center is designed to support 13 functional Ph.D Department scholars.

The MATLAB has a high-level performance language that is used for technical computing.

A conventional central animal house is monitored in accordance with the standards established by the Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA)

The institution has started DKMCFRIduring August 2022 to serve as a centralized space for research activities. Dr. P. N. Sudha, Former Principal and Professor of Chemistry who has been listed among the Stanford University in top 2% of the most influential scientists in the world and Dr. Anbalagan, Former professor of Commerce, was appointed as Directors of science and humanities respectively.

The faculty members of the college have received grants, published 31 research articles and 39 book Chapters and 21 National/International Seminars/Conferences from various disciplines. The college has Sanctioned Rs.1,58,084, as seed money to the faculty members for research activities.

| File Description | Documents |
|---|---|
| Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption | View File |
| Provide URL of policy document on promotion of research uploaded on the website | https://dkmcollege.ac.in/wp-content/uploads/2023/01/Research-policy.pdf |
| Any additional information | View File |

**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)**

1.58

| File Description | Documents |
|---|---|
| Minutes of the relevant bodies of the institution regarding seed money | View File |
| Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized | View File |
| List of teachers receiving grant and details of grant received | View File |
| Any additional information | View File |

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

1

| File Description | Documents |
|---|---|
| e-copies of the award letters of the teachers | View File |
| List of teachers and details of their international fellowship(s) | View File |
| 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)

0.225

| File Description | Documents |
|---|---|
| e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations | View File |
| List of projects and grant details | View File |
| Any additional information | No File Uploaded |

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

3

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional Information | https://dkmcollege.ac.in/research/funded-projects/ |
| List of research projects during the year | View File |

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

28

| File Description | Documents |
|---|---|
| Upload copies of the letter of the university recognizing teachers as research guides | View File |
| Institutional data in Prescribed format | View File |

## 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 | View File |
| Paste link to funding agencies' website | https://dkmcollege.ac.in/research/funded-projects/ |
| Any additional information | View File |

## 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.

There is a recognized Centre for research and Innovation (DKMCFRI) that encourages the creation, development and implementation of novel ideas through DST FIST Laboratory.

The Institution's Innovation Cell (IIC) and Department of Physics has encouraged its students for various start-ups' through a one day training programme in entrepreneurship training which helps to nurture them and transform innovations into a vital force for self-employment.

The EDP cell (Entrepreneurial Development Cell) joins hands along with IIC in identifying the students with entrepreneurships ideas. Also an educating program has been organized where Ms.S.Geethalakshmi student of II M.Sc Computer Science and Ms.S.Mythili of II B.Sc ISM, a successful entrepreneur oneself had given and hand on training in handicraft making and shared the ways to use technology to sell the products online as a budding

entrepreneur during the year.

Faculty members have received Rs. 22,500 from various funded agencies during the year. Seed money of Rs.1,58,014 was also granted by the Management to support the research excellence under which 29 Students were taken up projects . Students and Staff have participated and won consolation prizes for their innovations in a competition entitled Sacred Heart Young Innovator Award (SHYIA) organized by Sacred Heart College (autonomous), Tirupattur.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/3.3.1-Addtional-File.pdf |

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

50

| File Description | Documents |
|---|---|
| Report of the events | [View File](#) |
| List of workshops/seminars conducted during the year | [View File](#) |
| Any additional information | [View File](#) |

### 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 | A. All 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 | View File |
| Any additional information | View File |

**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**

16

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

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

32

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

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

39

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/3.4.4-ADDITIONAL.pdf |

**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**

54

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Bibliometrics of the publications during the year | [View File](#) |

**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**

5

| File Description | Documents |
|---|---|
| Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution | [View File](#) |
| Any additional information | [View File](#) |

**3.5 - Consultancy**

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

0.122

| File Description | Documents |
|---|---|
| Audited statements of accounts indicating the revenue generated through consultancy and corporate training | View File |
| List of consultants and revenue generated by them | View File |
| 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 | View File |
| List of training programmes, teachers and staff trained for undertaking consultancy | **No File Uploaded** |
| List of facilities and staff available for undertaking consultancy | View File |
| 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

**The College is well connected with its neighborhood and promotes constant interaction which involves student participation.In addition to academics and research, the students are involved in social services through NSS, NCC, CCC and YRC which help in community development.**

**Through these units, the college performs various extension activities in the neighborhood community. Sekkanur Village has been adopted by the college for the next five years to**

enrich the village with abandoned extension services by all the Departments and clubs and committees.

The various clubs and committees have conducted health check up,blood donation camp,tree plantation,diet counseling and career guidance programs.

All the Departments of the college is concerned about the social responsibilities for molding students into responsible citizens of the country by making students to be aware of social issues and also to initiate a step to find solutions through extension services like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety,Plastic eradication, and teaching to read and write.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/academic/newsletter/ |

## 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

3

| File Description | Documents |
|---|---|
| Number of awards for extension activities in during the year | [View File](#) |
| e-copy of the award letters | [View File](#) |
| Any additional information | [View File](#) |

## 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)

41

| File Description | Documents |
|---|---|
| Reports of the events organized | [View File](#) |
| Any additional information | [View File](#) |

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

**1230**

| File Description | Documents |
|---|---|
| Reports of the events | [View File](#) |
| Any additional information | [View File](#) |

**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**

**300**

| File Description | Documents |
|---|---|
| Copies of documents highlighting collaboration | [View File](#) |
| Any additional information | [View File](#) |

**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)**

**5**

| File Description | Documents |
|---|---|
| e-copies of the MoUs with institution/ industry/ corporate house | [View File](#) |
| Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year | [View File](#) |
| Any additional information | [View File](#) |

| INFRASTRUCTURE AND LEARNING RESOURCES |
| --- |
| **4.1 - Physical Facilities** |
| 4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc. |

**ICT ENABLED CLASSROOMS**

The College has 83 class rooms including 13 ICT enabled classrooms, 6 Seminar halls/Auditorium/Conference halls with ICT facilities.

**COACHING CENTRE**

The College has separate coaching center with 2880 Books offering free coaching for the students and alumni of the college.

**LIBRARY FACILITIES**

Main Library houses 36055 books, 917 thesis, 16 Printed journals and e-Resources. N List programme which is subsumed under e-ShodhSindhu consortium with access to 6000+ journals, 1,99,500+ ebooks and 6,00,000 ebooks provided through NDL.The Digital library has 34 latest systems to access e-resources. The Digital library also aids in virtual learning and research which provides access to video lessons and learning materials.

**LABORATORIES**

There are 18 well equipped laboratories with latest instruments. There are 259 computer systems in the computer lab with software for programming languages.The Language lab in the campus supports students to develop their communication skills. There are 32 systems with ORELL language lab software. The DST-FIST lab is fully functional with different state of the art equipment and MATLAB license software is also functioning in the college.

**OTHER FACILITIES**

Students Xerox is available for the students and staff. Each department is provided with a computer and a printer.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.ac.in/gallery/photos/ |

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 Institution has both indoor and outdoor sports facilities. It has a 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, Chess, Carom, Table Tennis etc. the college has various sports teams representing the institution at district, state, 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 equipment needed to play the games in a professional manner. The institute has open and closed auditorium which are used by the students for organizing different cultural & social activities. Around 216 students actively participate in the practical yoga classes which are offered as a non-major subject by the Physical Education department from 01.02.2023 to 24.02.2023. Coaches/Instructors for yoga are hired to give training to for yoga there are more than 100 yoga mates used for yoga classes. The college has fine arts club which conducts various competitions every year. Department of Tamil organized Muthamilvila on 24.02.2023 which help the students to exhibit their hidden talents.

| File Description | Documents |
|---|---|
| Geotagged pictures | View File |
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.ac.in/gallery/photos/wppaspec/oc1/lnen/cv0/ab38 |

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

89

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

**95.49555**

| File Description | Documents |
|---|---|
| Upload audited utilization statements | View File |
| Details of Expenditure, excluding salary, during the years | View File |
| 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)

The library is fully automated and it utilizes the AutoLib Software for the same.

AutoLib – The AutoLib software is fully integrated, versatile, user-friendly, cost-effective and multi-user Library automation software. AutoLib is completely a web based Library Management Software (LMS) designed, developed and promoted by AutoLib Software Systems, Chennai using latest JAVA Technologies. It is WEB enabled for Intranet and Internet environments, incorporating latest IT/WEB tools and techniques and adheres to many international standards.It has integrated modules to take care of all the technical, in-house activities and also provide various services such as

- Cataloguing module

- Circulation Management System

- Serial Control module

· Acquisition module

· The admin module- various parameters for library policies, rules and regulation related to transactions and other facilities.

**Salient Features of Library Management Software**

? Easy to Handle

? Holds lakhs of recordsefficiently

? Report Management System

? Powerful searchfacility

? WEB interface to search various databases

? Allows networking of libraries for sharing resources and exchange of data

? Export and import of data

? Trackingusers movement in the library

? Interface to barcode scanners/printers

? Onlinestock verification support

? Transaction alerts through SMS

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| Paste link for additional information | https://dkmcollege.ac.in/library/special-features/ |

| 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 | View File |
| Upload any additional information | View File |

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

1.07979

| File Description | Documents |
|---|---|
| Audited statements of accounts | View File |
| Any additional information | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

## 4.2.4 - 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

19839

| File Description | Documents |
|---|---|
| Upload details of library usage by teachers and students | View File |
| Any additional information | View File |

## 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

D.K.M College has a well defined IT policy that consolidates the various responsibilities of Staff under Data Protection Legislation, Data Protection Policy and email policies as set out in the college. This document sets out policies for

communication with students and parents via electronic means including the college website(link- https://dkmcollege.ac.in/ict-policy/), social networking sites and text messaging. ICT Code of Conduct – (Staff members) This policy consolidates the various responsibilities of Staff under Data Protection Legislation, Data Protection Policy and email policies as set out in the college. This document sets out policies for communication with students and parents via electronic means including the College SharePoint, social networking sites and text messaging. The policy has been designed to protect the Staff members from allegations of impropriety and it is therefore very important that these provisions are adhered to staff members must not communicate, as part of their professional duties, with students or parents via social networking sites such as Facebook, etc.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/ict-policy/ |

## 4.3.2 - Student - Computer ratio

| Number of Students | Number of Computers |
|---|---|
| 3428 | 326 |

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

| 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus | A. ?50 Mbps |
|---|---|

| File Description | Documents |
|---|---|
| Details of bandwidth available in the Institution | [View File](#) |
| Upload any additional information | [View File](#) |

| 4.3.4 - Institution has facilities for e- | A. All four of the above |
|---|---|

| content development:<br>**Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing** | |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | https://dkmcollege.ac.in/video-lecture/ |
| List of facilities for e-content development (Data Template) | View File |

**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)**

**207.2914**

| File Description | Documents |
|---|---|
| Audited statements of accounts | View File |
| 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 the institution for maintaining and utilizing physical, academic and support facilities. The classrooms are cleaned regularly by the housekeeping staff and the classroom maintenance is monitored by the administration department. Special attention is given to the cleaning of washrooms to maintain a hygienic environment. The students engage in mass cleaning on a specific day in order to make the students aware of Swachitha policy. White washing and painting, varnishing of furniture is done as and when required. Renovation and repairing processes are carried out for laboratories, buildings and toilets whenever necessary. Repairs of electrical and electronic equipment are done regularly. These are monitored**

**by the lab assistants of respective 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. There are adequate sports facilities for indoor and outdoor games. Every year the damaged sports articles are disposed, if damaged and new ones are purchased. The library is well-maintained with annual stock checking. The damaged books are mended or stored separately if they are beyond repair.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://dkmcollege.ac.in/3942-2/](https://dkmcollege.ac.in/3942-2/) |

**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**

**1810**

| File Description | Documents |
|---|---|
| Upload self-attested letters with the list of students receiving scholarships | [View File](#) |
| Upload any additional information | [View File](#) |

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

**531**

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

| | |
|---|---|
| **5.1.3 - The following Capacity Development and Skill Enhancement** | **A. All of the above** |

**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**

| File Description | Documents |
|---|---|
| Link to Institutional website | https://dkmcollege.ac.in/mhrd-iic/ |
| Details of capability development and schemes | View File |
| Any additional information | View File |

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

**1394**

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

| | |
|---|---|
| **5.1.5 - The institution 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 | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |
| Upload any additional information | View File |

## 5.2 - Student Progression

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

**430**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

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

**257**

| File Description | Documents |
|---|---|
| Upload supporting data for students/alumni | View File |
| Details of students who went for higher education | View File |
| Any additional information | View File |

### 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

**2**

| File Description | Documents |
|---|---|
| Upload supporting data for students/alumni | View File |
| Any additional information | View File |

## 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

**42**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |

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

**Annually, the College Principal selects Student Union/Council leaders based on student proficiency. Department Heads and Club/Cell Coordinators choose respective Secretaries. These individuals form the Union/Council, with the Principal as President and three senior faculty as Vice Presidents.**

**The structure entails:**

- **Principal: President**
- **Three senior faculty: Vice Presidents**
- **Final year students: Chairman & Vice-Chairman**
- **Second year student: Union/Council Secretary**
- **Student Secretaries: Departments, Clubs/Committees**

**Executive functions include maintaining campus discipline, weekly Assembly Meetings, promoting outreach activities, bridging student-management/principal/staff gaps, coordinating departmental and social activities, and participating in event committees.**

**Students play roles in academic/admin bodies, offering insights in the Annual Academic Council Meeting.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.ac.in/students-council/ |

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

**11**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| List of sports and cultural events / competitions organised per year | **No File Uploaded** |
| Upload any additional information | View File |

## 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

**The College actively nurtures its Alumni Association to foster strong ties with former students. The association orchestrates consistent engagement through initiatives like annual Reconnect meets. These gatherings include around 500 to 600 alumni who connect with each other, students, and staff, facilitated by the College Secretary and Principal's addresses. While usually held in person, recent online versions connected international alumni.**

**The Alumni Association maintains a database, facilitates participation in curriculum enhancement through Board of Studies Meetings, shares placement info, and arranges programs where alumni share insights and lead skill workshops. Distinguished alumni, often in high positions, motivate current students through speeches.**

**Alumni notably contribute to curriculum development, joining Board of Studies Meetings to provide valuable input. They also serve as resource persons for campus events, offering**

thematic talks and skill-building workshops, enhancing students' employability.

Notably, Shakuntala Kaaliannan's endowment fund supports economically and socially disadvantaged alumni, utilizing the interest to aid them annually. Additionally, Commerce Department alumni established an endowment lecture in honor of Luca Pacioli, contributing Rs. 25,000. Annually, an endowment lecture is conducted out of the interest amount received from the corpus fund.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.ac.in/alumni-association/ |

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

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

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

DKM College for Women strictly adheres to the vision and mission of our college. We not only strive to provide a good education but also aim for the overall development of our students. We achieve this by offering various skill development programs that are essential for entering in to job markets.

The leadership at the helm, in the form of the Governing Body, works closely with the college Principal to ensure that the institution's policies and practices align with its defined vision "To create and promote holistic and integrated development in rural areas, while imparting quality higher

education" and mission of the college "To enable students to achieve academic excellence through effective teaching, thorough learning and systematic evaluation" and "To empower the students through various programmes and practices, enabling them to emerge as economically independent, personally upright, morally sound, culturally refined, spiritually aware, socially responsible and nationally conscious".

To achieve the institution's vision and mission, all the Departments, various committees and clubs have been formed to perform important academic and administrative activities in the college.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | [https://dkmcollege.ac.in/vision-mission/](https://dkmcollege.ac.in/vision-mission/) |

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

The hierarchical structure of our Institution begins with the Management at the top level and followed by Principal, HOD, Teaching & Non-Teaching staff members. The Management and Principal take important decisions related to the functions and the HoD's and staff members are given powers to execute the daily operations at their level. The HoD's and staff members and non-teaching report the progress and updates to the Principal. Since the authority is given even to the junior staff members to conduct daily operations freely and effectively. Each and every one will be specialized in their area.

Clubs/Committees

Welfare of the students is the top priority at our college. The student council comprising various Clubs/Committees is formed at every year to work diligently to the welfare of the students by coordinating the academic and co-curricular activities. The Clubs/Committee comprising teachers and student representatives execute the activities in a decentralized way and all the activities are monitored by the

Principal. The college leadership structure is participative and it invites all the staff from multiple levels and students to contribute to the routine operations of the institutions. Through participative management, we create belongingness towards the institution.

| File Description | Documents |
|---|---|
| Upload strategic plan and deployment documents on the website | View File |
| Upload any additional information | View File |
| Paste link for additional Information | https://dkmcollege.ac.in/iqac/member/ |

## 6.2 - Strategy Development and Deployment

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

DKM College for Women has been experiencing significant growth in recent years. "DKMC VISION 2023," formulated after a careful consideration of the institution's overall expansion and diversification in all areas. The effective implementation of "DKMC VISION 2022" can be observed at various levels, demonstrating the realization of the college's mission and vision.

The Plan:

- Improved Infrastructure Facilities.

- Automation of the library and increased library resources.

- Integration of ICT,

- Updation of Curriculum

- Conduct of conferences and seminars

- Free coaching classes for Competitive Exams

- Restoration of National Cadet Corps

- **MOOC courses for students**

- **Initiatives on clean energy and green driving**

- **Concentration on society through extension activities**

**The Execution:**

- **The infrastructure was significantly upgraded during the accreditation period.**

- **The library now has a larger collection, including 16 journals, such as N-list.**

- **The Government grant of Rs. 96,00,000 for the DST-FIST Lab demonstrates that the college's research has improved.**

- **To give more importance to performance based education OBE pattern was implemented**

- **Separate self-study papers were introduced for the PG students**

- **MOOC courses were made compulsory for PG degrees**

- **Extension activities were conducted at Sekkanur, the adopted village**

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File]() |
| Paste link for additional information | https://dkmcollege.in/wp-content/uploads/2023/08/CURRICULUM-DESIGN-DEVELOPMENT.pdf |
| Upload any additional information | [View File]() |

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 policy decisions are taken at the top level and it is communicated to everyone in the Institutions. The administrative set up, affirntment service rules and other procedures are given below.

Administrative set up

- Executive Committee and Governing Body

- College Committee

- Statutory Bodies

- Appointment Committee

- Research Body- DKMCFRI

Executive Committee and Governing Body

Through Executive Committee and Governing Body, the NKM Trust oversees the DKM Institution. The Governing Body ratifies and endorses all of the College's political decisions.

Statutory Bodies

Finance and Purchasing Committees are statutory bodies that the institution has established in compliance with the regulations. The college's financial and purchasing committees monitor the institution's finances, support fundraising activities, and oversee them. In determining the many academic and administrative requirements that the College has, the purchase Company is essential.

Appointment Committee

Employee selection, recruiting, and service, the College adheres to UGC norms as well as Tamil Nadu government rules. The Appointment Committee is made up of the Trust Members, the Secretary, and the Principal, a member of the Governance Body, a University Nominee, Subject Experts, and two Senior Faculty members from the College. It was created for interviews. The UGC guidelines are followed with strict adherence.

| File Description | Documents |
|---|---|
| Paste link to Organogram on the institution webpage | https://dkmcollege.ac.in/organogram/ |
| Upload any additional information | View File |
| Paste link for additional Information | https://dkmcollege.ac.in/administration/ |

| **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 | View File |
| Screen shots of user interfaces | View File |
| Details of implementation of e-governance in areas of operation | View File |
| Any additional information | View File |

## 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 believes that the health of its teaching and support staff is critical to the college's success. It provides the following steps for the professional and personal well-being of its teaching and non-teaching faculty:**

- **Staff tour**

- **Interest-Free Loans**

- **Festival Advances**

- **Free Wi-Fi facilities, Mail ids with the institution's domain**

- • "On Duty Leave" to participate as resource persons or consultants in various National and International conferences workshops, seminars, and other events.

Faculty members are encouraged to participate in MOOCs and short-term courses. They are also allowed to attend FDPs, orientation, and refresher courses. On special occasions, the management provides complimentary lunch refreshments.

Avenues for Career Development and Progression

- • Induction and training programs for newly recruited staff

- • Provide salary hikes as incentives for staff in the self-financed stream who complete their Ph.D., degrees.

- • Various other training programs, such as content writing and research projects, are available for the teaching fraternity.

- • Registration fees provided to staff members who presents paper in conferences/seminars

- • As the token of love free gifts were provided by the management to all the staff members at the end of the Academic year.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/3942-2/ |

**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**

6

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

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

**2**

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres) | [View File](#) |
| Upload any additional information | [View File](#) |

## 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.)

**56**

| File Description | Documents |
|---|---|
| Summary of the IQAC report | [View File](#) |
| Reports of the Human Resource Development Centres (UGC ASC or other relevant centers) | [View File](#) |
| Upload any additional information | [View File](#) |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college periodically reviews its financial records at both the internal and external levels. All registers and records under internal audit have been properly maintained in accordance with standards, and an auditor has verified this.

He verifies all the documentation and receipts. The college offers self-financed courses in addition to grant-in-aid programs. Therefore, financial transactions are audited by the Joint Director of Collegiate Education, Vellore Region, and the Accountant General's (AG's) Office of the Government of Tamil Nadu. The chairman of the institution is responsible for making decisions and managing the institution's overall financial resources. For salary grants and other financial purposes in the aided sector, the Secretary is the authorized signatory approved by the Director of Collegiate Education. The Secretary is also responsible for the general management and distribution of funds. The principal of the institution is responsible for approving funds for various academic and administrative requirements. The statutory auditor conducts audits for each account at the end of the fiscal year, while also taking into account the observations made by the internal auditor. All financial activities are routinely audited by internal auditors, and a report is produced regularly.

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | https://dkmcollege.ac.in/iqac/member/ |

**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)**

0.15573

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Details of funds / grants received from non-government bodies, individuals, philanthropists during the year | View File |
| Any additional information | View File |

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

For the purpose of achieving its strategic plans and

objectives, the college has implemented a policy to generate resources. The available resources are carefully noted and efficiently distributed for optimal utilization. At the beginning of each year, the college council prepares the budget allocation for academic and administrative activities. It raises money from a variety of sources, including student fees, government scholarships, salary support for personnel who receive assistance, major and minor projects carried out by the staff, and more. The Different Funds are as follows:

- Central Government Funds

- UGC Autonomous Grant

- DST – FIST Grant

State Government Funds

- Grant-in-aid for salary

- State government fund for NSS SSP (Student Support Programme) Scholarships

Non-Government Funds

- Students' fee from self-financing courses

- Endowment awards Funds raised by Departments/Associations,

- Aid from Philanthropists

- Contributions from Alumni

The Finance Committee of the collegeis responsible for evaluating, creating budgets, monitoring the use of funds, and overseeing personnel hired by the institution. For any purchases and the use of cash or grants, the consent of the Purchase Committee is required. The college closely monitors the allocation and usage of funds across its various departments. The management evaluates fund requests that have special permission based on the proposal.

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional Information | https://dkmcollege.ac.in/research/funded-projects/ |

## 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 IQAC plays a significant role in ensuring quality on both the administrative and academic side of the college. The IQAC has institutionalized more practices viz.**

- **Streaming of academic and administrative tasks**

- **Promotion of Research**

- **Updation of the curriculum**

- **Quality enhancement by participating in NIRF/AISHE/AAP/AQAR**

- **Patents and Book publications**

**1. Streaming of academic and administrative tasks**

**The IQAC proposes a number of best practices in various aspects of the functioning of the administrative and academic fronts.**

**2. Promotion of Research**

**The IQAC has organized an FDP on Research Methodology and how to publish in Scopus and UGC care listed Journals.**

**3. Updation of the curriculum (Skill Based)**

Since 2019-2020, Outcome Based Education (OBE) pattern has been following in our college. Every department has formulated Programme Outcome (PO).

4. Quality enhancement by participating in ranking framework

To improve our functioning and to have healthy competitions with other institutes, the college participated in the NIRF ranking during the year 2021.

5. Patents and Book publications by our staff members

Three staff members have published the patent. Further our staff members have published book chapters, articles in reputed journals and papers were presented in various conferences and seminars conducted at various institutions.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://dkmcollege.ac.in/minutes/ |

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 is the coordinating organ of the various bodies in the college with a view to enhance the quality and excellence of the academic processes in the Institution. Thus, the IQAC practically contributes to the improvement, enrichment and further development of the teaching -learning process. Academic Audits are conducted annually by the IQAC. The IQAC and its members conduct an Internal Audit wherein departments are made to face the audit which includes a SWOC. Analysis of their performance based on results, research projects, effective curriculum implementation and use of ICT-related pedagogical methodologies.

The IQAC collects Feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. The IQAC diligently watches over the development of new methodologies in teaching - learning. With the Institution adopting the Outcome Based Education in its curriculum, the IQAC has been keenly monitoring the outlining of the Programme Outcomes, Programme Educational Outcomes and

Programme Specific Outcomes. The IQAC also conducted orientation and introductory workshops for the faculty members on the Outcome Based Education Model, Bloom's Taxonomy, framing the learning outcomes.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://dkmcollege.ac.in/feedback/ |

| **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 | https://dkmcollege.ac.in/iqac/aap-reports/ |
| Upload e-copies of accreditations and certification | View File |
| Upload details of quality assurance initiatives of the institution | View File |
| Upload any additional information | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

1. Annual Gender Sensitization Action Plan

a ) Gender Sensitization through Curricular initiatives:

The curriculum includes gender-sensitizing courses on women's empowerment, history, literature, evolution, physiology, entrepreneurial opportunities, promoting women's empowerment and understanding.

b). Gender Sensitization through co-curricular initiatives:

The institution fosters gender equity through committees, male staff involvement, and inclusive academic programs, addressing women's concerns with male resource participation.

2. Specific facilities provided for Women in terms of:

a. Safety and Security

The college prioritizes safety with guards, CCTV, and safety measures. It has committees for women's rights and grievances, along with SMS alerts for absenteeism.

b. Counseling.

Monthly Mentor Mentee meeting analyzes wards' physical and mental well-being; student support center provides confidential grief, marital, and relationship counseling.

c. Curriculum design of the college

Institution offers yoga, meditation and soft skills training.

d. Common Rooms

Recreational amenities provided by the college. The Library's Quadrangle serves as a gathering place for discussions and debates.

e. Day care center for young children

College offers free day care for toddlers.

f. Health centre

Health center on campus provides medical emergencies room.

g. Any other information:

Sanitary pads and iron tablets are distributed at free of

**cost.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://dkmcollege.in/wp-content/uploads/2023/08/7.1.1-Upload-any-additional-information.pdf |

| **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 energy conservation Use of LED bulbs/ power-efficient equipment** | **C. Any 2 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Geotagged Photographs | [View File](#) |
| Any other relevant information | [View File](#) |

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

**1. Solid waste management**

**The college is dedicated in maintaining a clean campus through regular clean-ups and strict waste management, promoting healthy practices through Enviro club, awareness programs, sign boards and using separate bins for degradable and non-degradable waste.**

**2. Liquid waste management**

**The college strictly manages water waste, ensuring that campus wastewater is disposed of into underground tanks and directed to corporation sewers.**

**3. Biomedical Waste Management**

**Biomedical waste from Zoology, Biochemistry, Microbiology,**

Biotechnology and animal house is treated using autoclaving and incineration, collected and disposed of by Ken Biolinks Pvt. Ltd.

4. e-Waste Management

E-wastes are regularly collected and recycled through vendors, with a proper procurement strategy implemented to avoid excess waste.

5. Waste Recycling System

The institution employs professional vendors for safe waste disposal and recycling within the campus, implementing an effective waste recycling strategy.

6. Hazardous chemicals and radioactive waste management

The college does not use hazardous chemicals and generates no radioactive waste.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geotagged photographs of the facilities | View File |
| Any other relevant information | View File |

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

| File Description | Documents |
|---|---|
| Geotagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

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

| File Description | Documents |
|---|---|
| Geotagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

**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:<br><br>1. Green audit<br>2. Energy audit<br>3. Environment audit<br>4. Clean and green campus recognitions/awards<br>5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |
|---|---|

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

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

| File Description | Documents |
|---|---|
| Geotagged photographs / videos of facilities | View File |
| Policy documents and brochures on the support to be provided | View File |
| Details of the software procured for providing assistance | View File |
| Any other relevant information | View File |

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).

**Cultural, Regional and Linguistic Inclusiveness:**

- To support and inspire student's interest in acting, dancing, singing, music, fashion design, rangoli, painting, and cuisine, the DKM College Fine Arts Team organizes a variety of cultural events each year.

- All types of regional festivals like Pongal, Diwali and Onam are celebrated regularly in the college every year by the NSS and College Union.

- The curriculum has part Part I and II courses in Tamil, English and Hindi respectively contributing to the linguistic diversities.

## Communal Inclusiveness:

- The college strictly follows the reservation norms of the State Government for the appointment of teaching and non-teaching staff in the college.

- The socially-backward students like ST/SC/OBC (non-creamy layer)/Minorities are offered special privilege for admission by relaxation of the entry marks and by offering different types of incentives and scholarship opportunities from the State Government and college resources.

- The college has a provision for exemption in exams fees and extra time as per the University norms/ State Government Rules for differently-abled students. Scribe Facility is also provided to the students.

## Socio-economic Inclusiveness:

- .Amount of ? 15000 and ? 4000 towards International White Cane Day contribution 2022 and Indian council for Child Welfare was contributed by staff and students.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |

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

**DKM College for Women is always committed to organize programmes to impart constitutional principles and ethics to the student community. The important duties and responsibilities as citizens of India are communicated to students through various social and extension activities conducted under clubs/committees of the College. The Programmes are as follows**

- **Independence Day Celebrations**

- **Constitutional Day**

- **Republic Day celebrations**

- **Mann ki Bath**

- **Voters Day**

- **Anti-drug pledge**

- **National Leaders Awareness Programme**

- **Iconic Week Freedom Tri- Colour**

- **Environmental awareness programme**

- **Joy of giving**

- **Blood donation camp**

- **Distribution of Kabasura Kudineer**

- **Pledge against usage of drugs**

- **Awareness rally against drug**

- **World AIDS Observation Day**

- **Awareness on Encephalitis**

- **Consumer Awareness Rally**

- **Addiction Treatment Facility Programme**

- **Fit India Run 3.0**

- **Hur Ghar Tiranga**

- **Vigilance awareness programme**

- **Vellore Sepoy mutiny**

- **International Yoga Day**

- **World Bicycle Day**

- **National Unity Day**

- **Swatch Bharath pledge**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values necessary to transform students into responsible citizens | View File |
| Any other relevant information | View File |

**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**

**A. All of the above**

| programmes on the Code of Conduct are organized | |
| --- | --- |

| File Description | Documents |
| --- | --- |
| Code of Ethics - policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims | View File |
| Any other relevant information | View File |

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

The college enthusiastically observes both National and religious festivals to actively encourage communal, religious, cultural harmony, effective socialization and National integration. The institution consistently honours important National days which serve to enhance our sense of patriotism. Further, in order to enhance sentiments of communal togetherness and harmony .National and regional festivals were celebrated. The festivals/National days celebrated are given below.

- 44th Chess Olympiad rally

- Iconic Week Freedom Tri- Colour

- National Leaders Awareness Programme

- Anti-Drug Awareness rally

- National Voters day

- Diwali Celebration

- Onam Celebration

- Pongal Celebration

- **Republic Day**

- **National pollution control Day**

- **National Science Day**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for during the year | View File |
| Geotagged photographs of some of the events | View File |
| Any other relevant information | View File |

## 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

**https://dkmcollege.ac.in/iqac/best-practices/**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://dkmcollege.ac.in/iqac/best-practices/ |
| Any other relevant information | https://dkmcollege.in/wp-content/uploads/2023/08/7.2-Any-other-relevant-informations.pdf |

## 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)

**DKMCFRI encourages research excellence among staff and students, emphasizing interdisciplinary collaboration and hands-on project management to enrich student learning. It also provides significant seed funding of 1,58,000 for research-involved students.**

**VISION:**

**The vision of the DKMCFRI is to nurture and promote research and innovation culture in the institution and build a strong research and innovation ecosystem in the campus to showcase the institution as a prime centre for inclusive growth of women in the region in the field of Research and Innovation, consultancy and entrepreneurship.**

**MISSION:**

**DKM College strives to streamline functional units under a singular operational system, enhancing research management for comprehensive student and faculty development. This alignment with state and national mandates, including HE National Missions, SDGs, and Startup India, underscores the institution's commitment to quality and national self-reliance. Integral to these efforts is the establishment of a robust Research Information Management System (RIMS) to effectively scale up research and innovation activities.**

**PRACTICES:**

**Fostering local collaborations enhances student employability, while impactful research empowers staff, boosting institutional reputation. Concluding the proposal phase, student concepts transformed into robust projects, unveiling innovation and dedication, amidst challenges of resources, time, technology, and interdisciplinary collaboration.**

| File Description | Documents |
|---|---|
| Appropriate link in the institutional website | **Nil** |
| Any other relevant information | View File |

7.3.2 - Plan of action for the next academic year

- **To encourage all the Departments and Clubs/Committees to conductmore extension activities at the adopted village.**
- **To request the management to increase the seed money to be given to the staff and students to improve the research activities and projects.**

- To motivate the departments to conduct conferences/seminars at Nationaland International level in the emerging areas of their respectivedepartments.
- To encourage the staff to make use of the AV rooms effectively to createmore featuring e-lecturing videos and publish it in the social media whichwill be useful for the learning students everywhere.
- To make the staff to create and post their e-contents in the swayam portal.
- To seek the assistance of the DKMFRI to improve the research activitiesand to increase the fund assistance to staff and students.
- To conduct Faculty Development programmes on the themes Intellectualproperty Rights and Out Come Based on to the faculties.
- To increase more activities through student council, where the students are directly and actively involved in the activities which has an absolute influence on the College.
- To strengthen the Alumni data base and raising of funds through Alumni association.
- To conduct programmes and activities which reflects the significance ofIndian heritage and culture.