YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	THIAGARAJAR COLLEGE
• Name of the Head of the institution	Dr. D. Pandiaraja
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04522311922
• Alternate phone No.	04522311875
• Mobile No. (Principal)	7708091177
• Registered e-mail ID (Principal)	principaltcarts@gmail.com
• Address	139-140, Kamarajar Salai, Teppakulam, Madurai 625009 Tamil Nadu
• City/Town	MADURAI
• State/UT	Tamil Nadu
• Pin Code	625009
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	02/07/1987
• Type of Institution	Co-education
• Location	Urban

• Financial Status	
• Name of the IQAC Co-ordinator/Director	**Major. Dr. N. Arun Nagendran**
• Phone No.	**04522311875**
• Mobile No:	**9443674585**
• IQAC e-mail ID	**iqac@tcarts.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.tcarts.in/iqac/iqac/IQACreport2019-20.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.tcarts.in/academics_new/calendar20-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	**A++**	**3.63**	**2021**	**08/02/2021**	**07/02/2028**

6.Date of Establishment of IQAC	**23/11/2003**

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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:		
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File	
9.No. of IQAC meetings held during the year	**7**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken	**Yes**	

uploaded on the institutional website?		
• 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?	**No**	
• If yes, mention the amount		

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

NAAC visit - Assessment by NAAC peer team on 04.02.2021 and 05.02.2021

NIRF 2021 - Applied for NIRF ranking 2021

Faculty Development programme on Thiagarajar College Academic Process Management System (TCAPMS) by Hipro solutions, chennai on 18.11.2020

G-Suite Orientation programme for our college staff members on 22.06.2020

Two Day Live Web Seminar on Excellence in Teaching and Research in the COVID'19 Environment on 18.06.2020 and 19.06.2020

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
Introduction of Industry Oriented Courses B.Com. Business Process Services and B.Sc. Computer Science in Cognitive System in collaboration with Tata Consultancy Services (TCS)	The UG programmes B.Com. Business Process Services and B.Sc. Computer Science in Cognitive System were introduced from the academic year 2020-21
To improve facilities for online learning, teaching and evaluation	Online classes conducted via google classroom • Examinations has been conducted by online mode
To apply DST FIST and DBT Star for financial assistance	We have submitted proposal for DST FIST 2020 and DBT Star College Scheme 2020 through online to strengthen our Science department laboratories. We are expecting these above two major grants to accelerate our research activities for the upcoming years
To encourage our faculties to claim patent rights	Patent filed for process of preparing anti-cancer activities exhibiting novel bis (dppt) cobalt (ii) chloride and product on 04.09.2020 • A process of synthesis of poly (neem triglyceride oil fumarate) monomer based polyester and products on 20.11.2020 • A process of synthesis of poly (neem triglyceride oil fumarate) monomer- nano metal oxide based polyester and products on 20.11.2020 • A process of preparing novel curcumin-triazine based transition metal complexes and products on 12.02.2021
To receive Seed Money Grant from management for research	Seed money amount Rs.61,450/- has been received from our Management to aid for faculty research projects covered in the

	areas of bio fertilizer formulation, chemical sensor, genetic polymorphism, polymer composite, medicinal plants & agro botany
To apply Project for Value - addition to agri-food production using technology to Nottingham Trent University, London	We have received Rs.2,60,000/- from Nottingham Trent University, United Kingdom for Value - addition to agri-food production using technology
To conduct NAAC Accreditation Readiness Assessment Audit in 5 mentee institutions under UGC Paramarsh Scheme	Date of Audit - Name of the Mentee Institution Audited; 12.02.2020 - Parvathy's Arts and Science College, Dindigul 13.02.2020 - Sri Sai Bharath College of arts and Sceicen, Dindigul 14.02.2020 - Ambiga College of Arts and Science, Madurai 15.02.2020 - AKD Dharmaraja Women's College, Rajapalayam 04.03.2020 - PKN College of Arts and Science, Thriumangalam
Purchase of major equipment Electrochemical workstation with Bipotentiostat under NCoE Grant (MHRD)	Electrochemical workstation has been imported and installed major equipment
Purchase of new instruments / equipments for research	New instruments / equipments have been procured for a total cost of Rs.31,67,417/- including the three imported equiments. Common Instrumentation Centre has been augmented for Research and Teaching Activities
Road infrastructure development	Road infrastructure has been improved at a cost of Rs.29,76,648/- for track and vehicle movement
Increasing Endowments	M/s. National Trust Housing Finance Ltd., Chennai has contributed endowment amount Rs.7,00,000/- for the monetary

	reward to the best outgoing students from the annual interest of the above Corpus fund
Preparation for NAAC IV cycle peer team visit	Achieved A++ grade in the fourth cycle of NAAC accreditation
To apply for India Today Ranking 2020-21	We have secured the respective ranking in the programme specialization sector as follow BCA-74, Science - 96, Arts - 102, Commerce - 153, BBA - 192 in the India Today National Ranking 2020-2021
To donate Rs.10 lakhs to Tamil Nadu Chief Ministers Public Relief Fund for COVID-19	Thiagarajar Group of Institutions contributed Rs.1 Crore to the Tamil Nadu Chief Minister's Public Relief Fund towards Corona virus prevention measures in the State (Contribution of the College – Rs.10 Lakhs)
Planning to conduct COVID-19 test for all staff members	COVID - 19 test camp was conducted on 30.01.2021
Planning to conduct COVID-19 Vaccination Camp	COVID -19 vaccination camp was conducted on 14.06.2021

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC Composition meeting	11/02/2022

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
31/05/2021	**22/02/2022**

Extended Profile

1.Programme

1.1	**65**
Number of programmes offered during the year:	

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

2.Student

2.1	**4814**
Total number of students during the year:	

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

2.2	**1553**
Number of outgoing / final year students during the year:	

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

2.3	**1595**
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	**824**
Number of courses in all programmes during the year:	

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

3.2	**225**
Number of full-time teachers during the year:	

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

3.3	**225**
Number of sanctioned posts for the year:	

4.Institution	
4.1	**1247**
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	**79**
Total number of Classrooms and Seminar halls	
4.3	**515**
Total number of computers on campus for academic purposes	
4.4	**451**
Total expenditure, excluding salary, during the year (INR in Lakhs):	

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.

Curricula developed as per the needs and feedbacks obtained from various stakeholders. The Board of Studies meeting for the academic year was held between 28.07.2020 and 31.07.2020. In the 39th Academic Council meeting held on 01.09.2020, the recommendations of

the Board of Studies were approved for itsimplementation.

In revised syllabi of the existing programmes and syllabi for newly introduced programmes incorporates chapters, which have local, national and global relevance as indicated below:

Local: Modern Business Correspondence & Office Management (Commerce), Organic qualitative Analysis (Chemistry), Properties of Matter (Physics), Tamil Print Culture (Tamil)

Regional: Saiva Ilakkiyam (Tamil), Digital Computer Fundamentals (Computer Science), Sericulture (Zoology), Operating System (Computer Science)

National: Principles of Management (Business Administration), Educational Psychology (Psychology), Plant Ecology and Biodiversity (Microbiology), Macroeconomic Theory (Economics)

Global: Algebra and Trigonometry (Mathematics), Contemporary World Literature in English (English), Bioinstrumentation and Computer Applications (Botany), Developmental Psychology (Psychology)

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.tcarts.in/academics/syllabus.php

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

63

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

824

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	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

84

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
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

63

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

The courses introduced as per the approval of 39th Academic Council meeting held on 01.09.2020 relevant to cross cutting issues.

Professional Ethics: Company Organization and Secretarial Practice, Business Law, Business Environment and Entrepreneurship, Programming in C, Business and Commercial Knowledge, Finance and Accounting for BPS – I, Applied Direct Taxation and Auditing and Assurance (Courses of Commerce), Research Methodology and Module Theory (Mathematics), IPR and Bioethics (Microbiology), Management Cases (Business Administration) and Economic Thought (Economics)

Gender Issues: Departments of Tamil, English, Zoology and Psychology offer courses which addresses women empowerment through writings and studies, gender equity, psychological perspectives, knowledge on male and female reproductive system, causes for male and female infertility and artificial fertilization techniques. Women Studies Centre of the college offers Gender Studies course under Part V programme.

Human Values: General Economics, Indian Economy, Business Economics, Indian Economy, Modern Banking Practices, Human Resource Management, General Economics and Indian Economy (Courses of Commerce), India thaththuva marabou (???????????????) (Tamil), Educational Psychology (Psychology), Evolution, Genetics and Evolution (Zoology), Personality Development (Business Administration)

Environment and Sustainability: Microbiology, Animal Biology and Entomology (Zoology), Environmental Microbiology (Microbiology), Biochemical methods-Lab (Chemistry), Business Environment, Human Resource Management, Operation Management, Total Quality Management, Company Law, Customer Relationship Management, E- Business, Managerial Economics and Entrepreneurial Development (Courses of Business Administration)

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

26

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

924

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

1029

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://www.tcarts.in/feedback/feedback.php
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://www.tcarts.in/feedback/feedback.php
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

1662

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)

1039

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.

The College assess the learning level of the students at entry level during the course at various stages and organisesspecial programmes for both slow and advanced learners. At entry level Departments have conducted bridge courses and assess the student level to understand their level of learning. The bridge courses so make them competent for college learning process.

Programme for slow learners: Peer group learning, Remedial Class, Simple assignments and problem solving, Special lectures and workshops, Simplified learning materials, Part V programmes

Programme for advanced learners: Conferences, Paper presentation and Poster presentation, Panel discussion on current economic issues, Projects & Internships, Workshops

Programme for slow and advanced learners: Elective Courses, Add on Courses, Internal tests, Google form quiz

Further advanced learners are motivated to choose NPTEL programmes through their mentors and NPTEL coordinator as per their requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/webinar/webinar.php

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2020	4591	225

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:

The teaching-learning process has evolved with a number of phenomenal changes owing to the impact of technological developments on education. Our teaching methodologies have become more student-centric rather than teacher-centric, to turn learning into a pleasure and no more a pressure. Every student has his or her own learning practice based on their preference, level of observation, comprehension, and retention. In our college, the conventional chalk and talk method of teaching is supplemented with information and communication technology (ICT) tools.

Experimental Learning: Drama, Short films, Hands on training, Marketing Research, Product Launch, TALLY, MS-Office, E-Pay Methods, On-the-job Training, Internships, Ad Act, Guest Lecture, Super Password Collage and Mathematical Scribbles

Participative Learning: Literary Quiz, Skit, Spell Bee, Dumb Charade, Mock Skit, Meme Creation, Short Story Writing, Verse Writing, Pencil Sketching, Literary Debate, Extempore Speech, Mime, Literary Parade, Cartoon Creation, Role play, Industrial Visit, Group Discussions, Business Games, Layout Design, Ad Shooting and JAM board

Problem- Solving Learning: Crack the Crisis, Situational Conversation, Projects, Union Budget Discussion, Business Quiz, Case Study and Kahoot

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://www.tcarts.in/webinar/webinar.php

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

Faculty members of the college are using ICT technology to improve the teaching and learning process.

Tools used:

LCD projectors, computer/laptops, mobile phones, Electronic White Board are used in the classrooms. Padlet, Short Film, Google Meet, Google Class room, YouTube, Documentary, NPTEL Lectures, Ms-Office, Tally, Mentimeter, WhatsApp, LATEX -Beamer -PPT, Zoom, Latex – Texnic Center- Tex Cad, Zite board, One note, Kahoot, College website are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. Jio wi-fi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitate downloads. Syllabus and study materials are also made available on the college website. Feedbacks are also received online from the stake holders.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://lms.tcarts.in/
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

164

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

A committee is constituted every year to design the Academic Calendar of the college. The committee interacts with the office of the COE, Heads of the Departments, Part V programme officers, College Administrative office, Placement Officer, College General Time-Table Committee and wardens of both Boys and Girls hostel to prepare a rough draft. The draft is fine tuned by the committee and the Academic Calendars are distributed to the staff and the students at the time of reopening of the college. Provisions are given to fill the student's personal data, time table and participation in the Part V activities. The college follows Day Order System and works for 96 days per semester and 192 days per academic year. The Academic calendar contains important dates and events of the college, dates regarding payment of tuition fee, examination fee, internal tests, summative practical / theory examinations, result declaration dates, dates for anti ragging committee meetings and Internal compliance committee meeting. It also contains other important relevant information.

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

225

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	**No File Uploaded**

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

157

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)

1759

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

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

24

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

Due to Covid-19 pandemic and as per the SOP given by UGC, Government of Tamilnadu, we conducted Internal exam and semester exam April 2021 through online.

Each student has an mail id in the college domain @tcarts.in

Internal faculties valued the Internal exam papers and External faculties valued the external exam papers through online.

For that, the following measures had been taken

1. Students can login only through college mail id

2. A staff was assigned to the students of a class to monitor their exams through online

3. Students submission of scanned answer sheets were monitored by the respective class teachers

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

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

Programme Outcomes (POs) and Course Outcomes (COs) of all programmes offered by the institution have been clearly stated and displayed on the website, department notice board, communicated to the teachers and the students through TOBE (Thiagarajar College Outcome Based Education) app.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	**Nil**

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

An Enterprise Resource Planning (ERP) has been developed by HIPRO software solutions, Chennai to evaluate the attainment of POs and COs. It has been evaluated, based on scoring of question wise marks, feedback and course exit survey. IQAC monitors this process.

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

2.6.3 - Pass Percentage of students

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

1553

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://coe.tcarts.in/

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://www.tcarts.in/iqac/index.php

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

New instruments have been purchased for the research purposes.

Electrochemical workstation with Bipotentiostat, UV-Visible Spectrophotometer Model V-730, PCR Master Cycler Nexus Gradient 'Eppendorf', Galvanometer (DC), Ammeter, Oscillator Audio Frequency, Decade Resistance Box, Pocket Ph Meter Occular Micrometer, Stage Micormeter, Epponrof Micropipetter, Sprit Lamp, Polarimeter, Cathode Ray Oscilloscope, D.C. Voltmeter, Step Down Transformer, Spot Reflect GAlvanometer, Precision Balance PGB, Microtip, Potentiometer Digital PICO with platinum and calomel electrode, Bunsen Burner with stop cock, Weighing Balance, Rotor Head, Bunsen Burner, Pocket PH Meter, Travelling Microscope, Spectrometer, Polarimeter Tube, Capacitance Box 4 dial, Milliammeter W/stand, Scale & Telescope Arrangement, Inductance Coil, Galvanometer (DC), Spherical Calorimeter, Grating Diffraction and Bar Magnet.

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://www.tcarts.in/research/research.php
Any additional information	No File Uploaded

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

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

0.61

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	No File Uploaded

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

11

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)

7.825

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	View File

3.2.2 - Number of teachers having research projects during the year

12

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.tcarts.in/research/research.php
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

66

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

5

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	https://www.tcarts.in/research/research.php
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.

The College provides an ecosystem for knowledge creation and its transfer. The college has local issues like managing solid and liquid waste. To address the local issues, the research department of Botany offers hands-on training ensuring imparting of knowledge, acquired through original research findings and experience in the bio-composting and biological methods of waste water treatment, using the facilities available in the college.

- **Composting solid waste**
- **Recycling of domestic effluent by bio-augmentation method**

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

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

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research

Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

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	**No File Uploaded**
Any additional information	**No File Uploaded**

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

3.4.2.1 - Number of PhD students registered during the year

22

File Description	Documents
URL to the research page on HEI website	https://www.tcarts.in/research/research.php
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

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

129

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

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

40

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/research/research.php

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

668

File Description	Documents
Any additional information	**No File Uploaded**
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

13

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File](#)
Any additional information	**No File Uploaded**

3.5 - Consultancy

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

0.2265

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	**No File Uploaded**
List of consultants and revenue generated by them	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

197097

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	**No File Uploaded**
Any additional information	View File

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

Awareness Programme on Covid-19, Gender Bias and Stereotyping, Minding our Minds during Covid-19, Women's Engagement in Primary Eye Care, Covid 19-The Inside Story Effluent Treatment,Ex NCC Yogndan Online Quiz, Kargil Vijay Diwas (online), AtmaNirbhar Bharat Mass Awareness Campaign (Online), Grooming and Aesthetics, Online Lecture on Personality and Leadership Development, Constitution Awareness Programme, CARE 2020 (National webinar series), Fit India Movement, Gender Sensitization,Quarantine tips, Gandhi Jeyanthi Celebrations, Webinar on New Education Policy, Organic agriculture-Hands on Training, National Cancer Awareness Day, Tribal women – chart Preparation, Entrepreneurship Cluster Programme, Sample Collection

for Covid -19 Testing, Health and Hygiene Implementation, Waste water recycling-Demonstration, Natural Disaster Management-Video show-awareness Programme, Entrepreneurship and Innovation - National Webinar, Basics of start up - Trigger your passion - National Webinar, Agriculture and Entrepreneurship - National Webinar, One day Trekking camp under the theme of awareness of yoga and fitness, Corona free, lockdown free India online, Gender Equality in the midst of pandemic covid -19, Orientation programme, Aspiring Entrepreneurs Programme - Inauguration Stage1- Entrepreneurship Awareness Campaign (Self learning and Assessment programme)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tcarts.in/academics_new/non.php

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

8

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	No File Uploaded

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

38

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

5478

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

281

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)

9

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	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- **Library - The Library is fully automated and equipped with 1,08,085 books and has internet connectivity**
- **Classrooms - Each department has spacious classrooms with high ceilings. There are 76 classrooms and 7 departments are equipped with Smart Classroom facility. Every block, in the college, has facilities for Divyangjan**

- **Auditorium - Tholkappiar Arangam with a seating capacity of 1000, the Air Conditioned Diamond Jubilee Hall with 250 seats and the Air Conditioned Radha Thiagarajan Auditorium with 500 seats**
- **Laboratories and Instruments - Adequately equipped, capacious UG and PG laboratories are attached to all science departments**
- **Common Instrumentation Centre**
- **Computers, peripherals & Wifi connectivity - Three computer laboratories with 515 computers with necessary peripherals and 100 mbps bandwidth connectivity are available**
- **The NCoE established under MHRD grant has a well-equipped laboratory for promoting multidisciplinary research**
- **Microsoft Campus agreement, the following mathematical software and database are available**
- **Tamil Music Research Centre**
- **Business Lab**
- **Museum and Herbarium**
- **Women's Studies Centre**
- **IGNOU Study Centre**
- **Placement Cell**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://tcarts.in/research/facilities.php

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 department of physical educationis equipped with the following sport facilitiesfor Indoor and Outdoor games:

Indoor Sports / games: Table Tennis Weight lifting & Power lifting Carrom Chess Software

Outdoor Sports / games: Foot ball sevens, badminton, Volley Ball, Hand Ball, Cricket nets, Kabaddi (Men), Kabaddi (Women), Kho – Kho, Badminton (Men), Badminton(Women)

Gymnasium: The Gymnasium is furnished with Swiss ball, medicine ball, multi functional bench, adjustable sit up bench, pectoral rear deltoid press, lat pull down, seated chess press, adjustable sit up bench, stadiometer, twister, tumbles, weight plate set, wall bar, weight machine, power lifting belt, AB wheel, fitness training band,

adjustable elastic band, battle rope and hoops.

Meditation and Yoga Centre -A separate hall is entitled for meditation, yoga is performed in open ground during early mornings and late evenings.

Cultural Activities -Three auditorium are there for conducting cultural activities.

Special facilities for differently abled persons: Wheel Chairs, Medicine ball, Shot Put, Resident Band, Cricket Ball for Visually Impaired Chess boards for Visually Impaired

NCC (Army & Navy) -NCC wings have places dummmy rifles, boats for carrying out institutional training activities.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	https://tcarts.in/sports/index.php

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

79

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)

172.77

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The Library is automated with Modern Lib software and all the department libraries are interconnected. Issuing of books at the departments is also monitored from the General Library.

Name of the ILMS software: MODERNLIB

Nature of automation : FULLY

Version : 2

Year of Automation : 31.01.2012

Year of updation : 07.09.2018

The college library has a membership in INFLIBNET since 2012 – 2013 and DELNET since 2018 – 2019 to facilitate the students and the staff to access e-resources.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.tcarts.in/library/library.php

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)

6.25

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

32

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

4.3 - IT Infrastructure

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

The college periodically updates its Information Technology facilities to make use of potential benefits offered by IT systems and also cater to new requirements. Seven classrooms have been upgraded as smart classrooms with facilities like interactive digital board, LCD, computers, audio and video recording facility and Wi-Fi connectivity. The present strength of computers is 515.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/research/facilities.php

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4591	474

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	No File Uploaded

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

B. Any three of the above

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

348.76

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	[View File](#)

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.

Utilization of physical facilities: The Optimum utilization of classrooms is ensured through the functioning of the college in two shifts, one from 08.30 a.m. to 1.35 p.m. and the other from 2.00 p.m. to 06.45 p.m. Timetable committee frame the general timetable to accommodate all the students in their respective theory or practical classes without any overlapping.

Utilization of academic facilities: The college general library works nine hours per day including vacations. In addition, each department is equipped with a department library. Students of various departments optimally and effectively utilize the three computer laboratories.

Sports and Ground facilities: Playgrounds and play courts are fully utilized throughout the year. Besides, NCC Army and Naval cadets use ground facilities for their training. Both day scholars and hostel inmates utilize the gymnasium.

Electrical and water sources: The electricians of the college are maintaining Rainwater harvesting facility, pumping stations, RO plant and Sewage treatment plant of the college.

Operational Annual Maintenance Contracts: Major instruments, Computers, Fire extinguishers, Air conditioners, RO units are maintained through respective Annual Maintenance Contracts (AMC). Annual agreements have been made with the Canteen Satellite canteen, Xerox Centre, Parking Facility contractors with legally drawn service agreement. To maintain the cleanliness of the campus, an agreement has been made with i2i on yearly renewable basis.

Utilization policy: A general work plan has been framed to utilize

the optimum utilization of the academic resources. 1. Preparation of general time table by common committee 2. Preparation of departmental time table based on the structure given in general time table 3. Maintenance of class rooms, laboratories, instruments by the laboratory assistants under the supervision of respective department HoD and staff members

Maintenance policy: 1. Major equipments are covered under renewable AMC with the respective companies 2. Need based repair and services are periodically carried out 3. Three system administrators maintain networking

Cleanliness policy: The general cleaning work is carried out by outsourcing supervised by company supervisors and monitored by staff incharge of each department nominated for the purpose.

Cleanliness Quality maintenance: The college is adopting 5S principles. Each department is divided into several zones. Student 5S champions and a staff incharge maintain each zone and the entire process in the department monitored by a staff member nominated for the purpose. Coordinator, Quality Circle, coordinates the concept and implementation of 5S principles.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1063

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

217

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	**Nil**
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

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

216

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

A. All of the above

awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

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

5.2 - Student Progression

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

491

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

424

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
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

51

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

33

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

The students Council of the college is the primary body to convey the requirements of the students. Student council members are elected by the class members. Principal, Dean, Members of students Council meet once in a month and discuss all the issues. And also review the action taken on the issues raised in previous meeting. Equal opportunity is given to all the members to give their suggestions / grievances / complaints / representations. Students have representation in Committees, Academic and Administrative bodies vizBoard of Studies, Academic Council, Library Committee, Readers' Club, Thiagarajar Maths Club (THIMAT), EXCITE club, TIC club, THIPSY club, Department Associations, Placement Coordination Committee, Organising Committees of Seminars, Conferences, workshops, Anti-ragging committee, Internal complaints committee, Internal complaints for disabilities, Mess Committee, Water and Waste Management Committee, Sports Committee, Discipline Monitoring Committee, 5S Committee and Cultural Committee. The meetings of the above bodies are conducted periodically and Action Taken has been informed to all the members in the subsequent meeting. Students

participation in all the above committees help the college to address the students grievances and further developments to excellence in all domains. All these responsibilities help our students explore their acumen for leadership.

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

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

10

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

5.4 - Alumni Engagement

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

Thiagarajar College Alumni Association has active participation in activities of the college since 2012 through financial and nonfinancial means. It was registered as a trust on the 7th day of November 2016 in the name of "Thiagarajar College Alumni Charitable Trust". Separate alumni website has been actively maintained to update their profile and offer their feed backs. As per the bylaws of the trust its' EC meetings, GB meetings are periodically conducted. It has taken measures to connect all the alumni of the college as life members of the association. It acts as a bridge between all the stakeholders of the college and extends support for the welfare and development of the student community. Every year we organize ten day residential Saiva Siddhantha programme, for this programme our alumni are demonstrating classes for the participants. It is noteworthy to mention that every year alumni of NCC army and Naval unit of our college meet on the Independence Day and Republic Day. Our alumni represent various committees/cells/forums of the college like IQAC composition of the college, Board of studies of the departments, Academic council which reveal the active

participation of our alumni in holistic development of the college. It is our tradition to invite our alumni for important programs of the college viz. College day and convocation.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://alumni.tcarts.in/

5.4.2 - Alumni's financial contribution during the year

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:To serve the society by providing affordable quality higher education to all at all times.

Mission:To provide a gender friendly academic ambience which ensures knowledge acquisition through student teacher synergy resulting in character development and career readinesss.

The System of Governance: The College Committee (formed as per the guidelines of UGC and Tamilnadu Private College Regulations Act) headed by the President of the College, consists of Management nominees from academic / research / industry field, UGC nominee, University nominee, Principal and two senior faculty members representing all the staff implements both five and ten year plans. The College Council (consists of Heads of all the Departments, Deans, CoE, Part V Programme Officers, Coordinator / Staff in-charge of various programmes), Committee of Heads of the Departments, IQAC Composition, NAAC Steering Committee, Academic Council, BoS are the committees support the effective implementation of the plans in tune with the vision and mission statements of the college. Women staff and students represent all the committees / cells / forums.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.tcarts.in/

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

The organizational structure encompass Management, Principal, IQAC Coordinator, Deans, Controller of Examinations, Heads of the Departments, Coordinators of various programmes and conveners of various committees and the stake holders. The College Committee (CC) consisting Management of the college, illustrious academician, eminent industrialist, UGC nominee, University nominee, representatives of the staff executes participative management for the holistic development of the college.

The IQAC composition of the college initiates quality initiatives and are implemented by HoDs, Deans, CoE and respective committees and staff-in-charges.

The Dean (Curriculum Development) coordinates academic process such as the conduct of Academic Council and Board of studies. The Dean also coordinates meetings of HoDs, College Council, awards committee and monitors the execution of minutes of the meetings.

The Dean (Student Welfare and Co-curricular Activities), monitors student support and progression and cocurricular activities. Placement Cell, Anti ragging committee, Internal compliance committee, Students council are the other responsibilities of the Dean (SW & CCA).

The Dean (Research and Development) coordinates the research activities and IPR oriented programmesand facilitate the office to have a follow-up on research grants, fellowship and other research funding matters.

Controller of Examinations supported by two Deputy CoEs conducts Summative Examinations through Exam superintendent on rotation basis and publish the results. Malpractice enquiry committee in association with office of the CoE look after the issues related to malpractices.

A teacher nominated as SPOC manages the online NPTEL courses with a

team of staff members representing each department

The Principal monitors various activities such as admission through the Admission Committee and Special Quota committee, appointments through certificate verification committee, disciplinary issues through disciplinary enquiry committee. Other cells / committees directly monitored by the Principal are OBC cell, SC & ST cell, Minority cell and grievance cell, purchases through chemical purchase committee, glassware purchase committee, instrument purchase committee and networking purchase committee and editorial committee of TeJAS, the online journal.

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://www.tcarts.in/Administration/administration/committees.php

6.2 - Strategy Development and Deployment

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

The annual plan is tactically prepared, the plan is executed, actions are taken, and the same are uploaded on the website.

The UGC autonomy grant is allocated to various departments with proper approval from the finance committee. Other grants are utilized with the approval of the Chairman, College Committee.

Decisions taken in the College Committee meetings are implemented in the collaborative and decentralized nature through College council, which meets every month. The 5S coordinator in consultation with the Principal draws plan for adopting 5S principles whose deployment awarded 5S certification.

A Committee, which includes Heads of Science Departments and two student representatives from each department, under the Principal as Chairperson, plans for the purchase of equipment under Special Fee Account at the beginning of the academic year by reviewing the requirements given by each department. The Equipment purchase committee implements the recommendations of the committee by

adopting the said procedures existing in the college.

While framing perspective plans, feed backs from the stakeholders, teachers, parents, alumni, employers and students are given due considerations.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://tcarts.in/academics/qc.php
Upload any additional information	No File Uploaded

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.

IQAC Composition:The IQAC composition is formed as per the revised guidelines of NAAC and coordinates all the activities of the college. The college Secretary represents the management in the IQAC composition, empowering the decision making capacity of the composition.

College Committee:As per the Tamil Nadu Private College Management Act 1970, the College Committee is constituted with the President, Vice-President and the Secretary of the college along with two management representatives, UGC nominee, University Nominee, The Principal and two senior staff of the college. Periodical meetings are conducted and policy decisions and other important decisions are made for the overall development of the college. The Principal and the Chairman of IQAC, place issues related to appointments, teachers' and students' grievances in official forums on need basis.

College Council:The college has an active council with the Principal as the chairperson. The HoDs, Coordinator of IQAC, Deans, Secretary of the staff association, all Part V programme officers, hostel wardens and staff in-charge of various programmes are its members.

Board of Studies (BOS) & Academic Council: Board of Studies and Academic Council are formed as per the guidelines of UGC and are involved in Curriculum design, revision and development.

Students Council:The Students Council actively functions as a bridge between the College administration and the students.

Quality Control & 5S: Quality control coordinated by a faculty member, functions for the effective implementation, sustenance and adherence of 5S principles and practices.

Non Statutory Committees and Cells: The college adopts and practises participative approach in all its activities. Various committees such as Finance, Admission, Attendance, Malpractice Enquiry, Discipline Enquiry, Anti Ragging, Internal Compliance Committees have been formed and are active in carrying out their specific tasks. As per the suggestions given by the Autonomy Review Committee SC & ST Cell, OBC Cell and Grievance Redressal Cell have been formed and their meetings are regularly held.

Service rules, procedures, recruitment and promotional policies: The teaching and non-teaching staff are governed by the Service Rules and Regulations put forward by the Government of Tamil Nadu. UGC guidelines are strictly followed for appointment and promotion of teaching staff. Tamil Nadu State Government norms are followed for appointment and promotion of non-teaching staff.

Grievance redressal Mechanism: The Grievance Redressal Cell of the college receives the grievances of the students, non-teaching staff, teachers, parents and alumni. The grievances thus received are resolved in consultation with the Management / Principal / or specific department or body concerned.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.tcarts.in/front/orno.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.tcarts.in/Administration/administration/mm.php

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

- **Maternity leave for female faculty members up to 9 months**
- **Group Insurance Schemes**
- **Health insurance for staff and their family**
- **Festival Advance**
- **Bonus to aided staff by Government and to non-aided staff by Management**
- **Faculty appointments prior to 2001 are eligible for pension benefits on retirement**
- **Faculty who joined after 2007 are covered under New Pension Scheme (Contributory Pension Scheme)**
- **GPF, gratuity and leave encashment are availed by retiring faculty as per Government norms**
- **Vacation leave, Casual leave, Earned Leave and Medical leave facility**
- **Loan on Provident Fund and Part final withdrawal**
- **Leave on other duty (OD) for attending Seminars, Conferences and Workshops**
- **Leave on other duty (OD) for delivering invited lectures / examination related work in other colleges**
- **Financial support to staff attending Seminars, Conferences and Workshops**
- **Employee Provident Fund for teaching and management fund for SF and non-teaching staff**
- **Membership of Private Colleges, Teachers and Employees cooperative Thrift and Credit Society Ltd**
- **Canteen and Satelite Canteen**
- **First Aid Facility**
- **Seed money for faculty members to do preparatory research work**
- **Xerox centre**
- **Yearly increment for staff working in Self – Financed stream**
- **Incentives to faculty members publishing papers in high impact**

journals and for procuring research grants
- Part of travel grant provided by management to faculty members going abroad for conferences on short-term projects
- Gymnasium for Physical fitness
- Periodic health check up camps free of cost / subsidiary cost
- Engineering college seat to wards of faculty members on request
- Pure Drinking R.O water
- Housekeeping by outsourcing to ensure cleanliness of the campus
- Management funded training programs for teaching and non-teaching employees.
- Wi-Fi facility with a speed of 110 Mbps
- Happy Day celebration for non-teaching staff
- Maternity leave encashment for lady non-teaching staff from ESI
- Medical loan to non-teaching staff
- Faculty contribution to teaching / non-teaching staff and students in case of medical emergency
- Gold ring as memento for retiring teaching faculty and watches for non-teaching staff
- Provision of uniform to Securities, Mess workers, Electricians and support staff
- CCTV camera installed in various nooks and corners of the campus to ensure gender sensitivity facilities of security and safety
- Indoor games and competitions to non-teaching staff
- Regular yoga classes to ensure spiritual englightenment and mental peace
- Post office inside the campus
- Ramp facilities
- Special toilets for differently abled persons

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

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

8

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

10

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.)

99

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	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The College has been maintaining transparency in financial management by internal and external auditing (Local fund audit and GST audit) of all financial transactions at periodical intervals in adherence to the guidelines of Govt. of Tamil Nadu, UGC, MHRD. In addition to internal audit, one external audits are conducted.

Internal Audit: The Management of the college has nominated an internal auditor to audit various accounts of the Government, UGC Grant, Management, Hostels and Certificate courses. The Internal auditor audits daily petty cash register, daily receipts, cash vouchers, bank vouchers and journal vouchers. He verifies the Students fee collection register, Bank Reconciliation statements and purchase bills for equipments, chemicals, glassware and printing materials. His periodical visits help the office accountants to maintain the accounts error free. Every year, completed accounts are submitted to the Chartered Accountant two months prior to the last date of filing of Income Tax Return.

External Audit: The Management has nominated a Chartered Accountant for filing of Income tax return and he is authorized to attend the hearings on behalf of the Management for any notice issued by the Income Tax Department. The External Auditor also checks the day to day transactions of all the accounts as and when required.

Joint Director of Collegeiate Education (JDCE) Audit:A team of JDCE audit nominated by the Govt. of Tamil Nadu verifies approved staff salary, Non-salary, special Fees, Caution deposit and Scholarship accounts, student's scholarship account, staff service register, appointment order, attendance register, leave register, other duty register and foreign trip leave register of the teaching staff

GST Audit: After the implementation of GST, The management has nominated a GST auditor to train the staff and to verify payment of GST. He oversees all GST related work and the filing of GSTR1 & 3B are done as per his guidance. From the date of introduction of GST i.e., (01.07.2017) every month the GST amount is remitted under the supervision of a Chartered Accountant.

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

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)

7.00

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

- **Fee from the students**
- **Government Agencies**
- **Research Projects**
- **Endowments**
- **Corporate Social Responsibility**
- **Alumni**
- **Aid for students from Trusts**
- **Scholarship from Trusts**
- **Hiring Charges for Centers in College campus**
- **Consultancy Charges**
- **Hostels**
- **Others : Rent for Canteen, Xerox Centre, two wheeler parking, venue for conduct of various examinations, disposing of paper wastes.**
- **Optimal Utilization of Financial resources**

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

6.5 - Internal Quality Assurance System

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

- **NAAC visit - Assessment by NAAC peer team on 04.02.2021 and 05.02.2021**

- **NIRF 2021 - Applied for NIRF ranking 2021**

- **Faculty Development programme on Thiagarajar College Academic Process Management System (TCAPMS) by Hipro solutions, chennai on 18.11.2020**

- **G-Suite Orientation Programme for our college staff members on 22.06.2020**

- **Two Day Live Web Seminar on Excellence in Teaching and Research in the COVID'19 Environment from 18.06.2020 to 19.06.2020**

- **One-day live web seminar on Strategies for accelerating NAAC accreditation preparations on 27.11.2020**

- **Orientation Programme for Faculty Development on 01.09.2020**

- **Webinar on From Songs to Science: Some Interesting Ideas on 15.10.2020**

- **COVID test camp was arranged on 10.01.2021**

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://tcarts.in/student/placement.php

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 continuous process of teaching, pedagogy and learning are constantly subjected to review with a view to attain excellence. Any success or achievement also has to be assessed, as there is a scope for improvement. IQAC adopts various methods to review the performance in teaching and learning aspects. In the process of analysing, the suggestions and recommendations given in Internal Academic Audit, External Academic Audit, feedback specifically on teaching and learning, it was observed that there needs a requirement for progressive care on academic, co-curricular and behavioural components of students. Hence, as a strategic measure, class diary and MTC record are issued to students.

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

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.tcarts.in/iqac/index.php
Upload e-copies of accreditations and certification	**No File Uploaded**
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

The institution provides equal opportunity to both male and female staff and students. Women staff represent various committees and decision making bodies. Women Study Centre of the College has conducted 2 programmes and promotes women empowerment. Out of 4814 students graduated 2638 are girl students. Similarly 22 female candidates have completed their doctoral degree. Girls do represent in NCC (Army), NCC (Navy), NSS and in all Part V programmes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.tcarts.in/wsc/

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

A. Any 4 or All 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)

The institute implements sequential process in managing degradable and non degradable wastes. The wastes are segregated at the source itself into degradable and non degradable.

The institution has a well-defined yard for decomposing degradable solid wastes using earthworms. As vermicomposting is one of the ecofriendly method in decomposing degradable wastes, the same is followed in managing degradable solid wastes. The collected wastes are dumped in the allotted places and left for a few days. After getting partial decomposition cow dung is is mixed with it. Then the dump is inoculated with earth worms. During the entire process, moisture was maintained by sprinkling water regularly. The paper wastes are sold to authorized vendors.

Waste water is collected in chambers so as to settle the coarse particulate matters. Then the water is pumped to treatment tanks were it is subjected to the action of microbial consortium. Further the water aerated in aeration chamber. The treated water is used for gardening and thus waste water is recycled.

The non degradable wastes and e-wastes are collected separately. They are sold to dealers for safe disposal. Bulk wastes are also collected in red tag area and sold to the vendors.

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	No File Uploaded
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	**No File Uploaded**
Certification by the auditing agency	<u>View File</u>
Certificates of the awards received	**No File Uploaded**
Any other relevant information	<u>View File</u>

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	**No File Uploaded**
Details of the software procured for providing assistance	**No File Uploaded**
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).

The institution believes in the unique principle of the country, unity in diversity. There is no room for any kind intolerance in the campus. The students are from diverse background, yet no discrimination is found. To promote harmony the institution organizes various cultural and traditional programmes such as Ayuthapooja (worshipping Goddess of Knowledge), Pongal, patriotic programmes like Azadi Ka Amrit Mahotsav, Swarna Vijay Diwas, Kargil Vijay Diwas are being conducted. Besides, various cultural competitions, sports and games are conducted where there is no restriction to students for participation.

Programmes like white cane awareness day are conducted to highlight the achievements of visually challenged students. This will facilitate all the students to understand the basic problems of differently abled students and be cooperative with them. Students are taken to old age homes / orphanages on Christian and Islamic functions so as to make the students to imbibe the principles of harmony among the religions.

Students and staff are strictly restricted in grouping on the basis of cast, community, religion and politics. No permission is accorded to any individual / organization from within and outside the college to conduct any progrommes which suspected to cause difference of opinion among castes and religion.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**

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

The institution undertakes the moral obligation in sensitizing the students and employees of the institution to become responsible citizen of the country. In orientation meetings Principal stresses the students the values and tradition of the country and emphasize the responsibility of the students in performing their duties as enshrined in the Constitution of the country. Principal requests all the staff members to adopt the constitutional and moral responsibilities and to imbibe the same among the students. Programmes such as National Voter's Day, Vigilance awareness week, Traffic awareness week are being conducted by various Part V programmes. The institution encourages the staff members to take up the general duties like Election duty etc. The College Website displays a Values for the students and employees to understand the importance of social responsibility, good citizenry and empowerment.

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Pongal Celebrations (Makar Sankranti day)

AyuthaPooja (Navathri Celebrations)

Bakrit

Celebrated Birth/Death Anniversaries of the great Indian Personalities

- **National Youth Day: The 12th January, Swami Vivekananda's Birthday, is commemorated as National Youth Day.**
- **Netaji Birthday**
- **Founder's day**
- **Teacher's day**
- **Bharathiar Memorial day**
- **Universal Brotherhood day**
- **Dr. APJ Kalam Memorial Lecture**
- **Gandhi Jeynathi & Martyr's day**
- **Srinivasa Ramanujam Birthday**

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

Best Practice I

Title of the practice: Fighting against COVID19

Objectives of the practice:

- **To protect the local community against the Pandemic disease**
- **To strengthen the Government in eliminating COVID**

The context: As the entire country is facing disastrous impairment due to Covid, assisting the Governments in controlling and eradicating the disease is inevitable and responsibility of HEIs.

The practice:

Accommodation of North Indian people in the campus until their safe return to their homeland

Organizing Vaccination camps for mass vaccination of staff, students and public in the campus

Assisting Local Police personal in regulating public mobility during lock down with NCC volunteers

Strict adherence to Coivid guidelines issued by the Government

Evidence of success:

The North Indian people were sent to their respective homeland with the help of Government officials

All staff members have vaccinated twice and eligible students also have vaccinated

No covid positive cases among staff and students after reopening

Problems encountered: Initial hesitation from students in vaccination

Best practice II

Title of the practice: Online Examination and Valuation - Internal and External Examinations

Objectives of the practice:

- ○ **To conduct both internal and external examinations through online**
- ○ **To evaluate the answer scripts submitted by the students**

The context: Due to disease outbreak all HEIs suffered lockdown, and all the classes were conducted through online mode. Further it is mandate to evaluate the learning levels of the students.

The practice: Guidelines for taking online examinations were disseminated to all the students through different modes.

Receipt of question papers and submission of answer scripts by student through their respective institutional emails

Despatch of answer scripts to individual examiners for evaluation and submission of marks through their respective institutional emails

Evidence of success: All the students including students having arrears have successfully completed their examinations.

Completion of evaluation of answer scripts and publication of results within the scheduled time

Submission of results to University and the receipt of Provisional and degree certificates by the students to progress for higher education and placement

Problems encountered: Poor internet connectivity for some students who are residing in remote places

File Description	Documents
Best practices in the Institutional website	https://www.tcarts.in/cdata/Best_Practice.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

As per the vision of our college we have felicitated needy students to get Government scholarships, private scholarships and management scholarship. Due to the sincere effort of our college 691 students received Government scholarships under BC categories, 215 students under SC and ST categories, 157 students under Tamil Medium Stipend scheme, and 1 student under Special Higher Education Scholarship Scheme. Moreover 36 students received their scholarship from Sitaram Jindal Foundation, 3 students from Help the Blind Foundation, 1 student from Chennai Foundation, 1 student from Om Sakthi Narayani siddhar peedam and 2 students from Soroptimist scholarship under Private Scholarship criteria. Total number of 1108 beneficiaries were befitted under various scholarship scheme with the total amount of Rs. 28,72,604/-

To provide management scholarship, a committee has been constituted to get the applications from the students after shortlisting on their merit, social status, parental care and economical status. 175 students have been shortlisted and got approval from the management. 125 students in Aided stream received scholarship, 50 students in SF stream received and total amount of scholarship received Rs.5,00,000/-

Hence as per our founder vision provide affordable quality higher education to all at all times have been strictly adhered.

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.

Curricula developed as per the needs and feedbacks obtained from various stakeholders. The Board of Studies meeting for the academic year was held between 28.07.2020 and 31.07.2020. In the 39th Academic Council meeting held on 01.09.2020, the recommendations of the Board of Studies were approved for itsimplementation.

In revised syllabi of the existing programmes and syllabi for newly introduced programmes incorporates chapters, which have local, national and global relevance as indicated below:

Local: Modern Business Correspondence & Office Management (Commerce), Organic qualitative Analysis (Chemistry), Properties of Matter (Physics), Tamil Print Culture (Tamil)

Regional: Saiva Ilakkiyam (Tamil), Digital Computer Fundamentals (Computer Science), Sericulture (Zoology), Operating System (Computer Science)

National: Principles of Management (Business Administration), Educational Psychology (Psychology), Plant Ecology and Biodiversity (Microbiology), Macroeconomic Theory (Economics)

Global: Algebra and Trigonometry (Mathematics), Contemporary World Literature in English (English), Bioinstrumentation and Computer Applications (Botany), Developmental Psychology (Psychology)

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.tcarts.in/academics/syllabus.php

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

63

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

824

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	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

84

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
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

63

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

The courses introduced as per the approval of 39th Academic Council meeting held on 01.09.2020 relevant to cross cutting issues.

Professional Ethics: Company Organization and Secretarial Practice, Business Law, Business Environment and Entrepreneurship, Programming in C, Business and Commercial Knowledge, Finance and Accounting for BPS – I, Applied Direct Taxation and Auditing and Assurance (Courses of Commerce), Research Methodology and Module Theory (Mathematics), IPR and Bioethics (Microbiology), Management Cases (Business Administration) and Economic Thought (Economics)

Gender Issues: Departments of Tamil, English, Zoology and Psychology offer courses which addresses women empowerment through writings and studies, gender equity, psychological perspectives, knowledge on male and female reproductive system, causes for male and female infertility and artificial fertilization techniques. Women Studies Centre of the college offers Gender Studies course under Part V programme.

Human Values: General Economics, Indian Economy, Business Economics, Indian Economy, Modern Banking Practices, Human Resource Management, General Economics and Indian Economy (Courses of Commerce), India thaththuva marabou (???????????????) (Tamil), Educational Psychology (Psychology), Evolution, Genetics and Evolution (Zoology), Personality Development (Business Administration)

Environment and Sustainability: Microbiology, Animal Biology and Entomology (Zoology), Environmental Microbiology (Microbiology),

Biochemical methods-Lab (Chemistry), Business Environment, Human Resource Management, Operation Management, Total Quality Management, Company Law, Customer Relationship Management, E-Business, Managerial Economics and Entrepreneurial Development (Courses of Business Administration)

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

26

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

924

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

1029

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://www.tcarts.in/feedback/feedback.php
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://www.tcarts.in/feedback/feedback.php
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

1662

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)

1039

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.

The College assess the learning level of the students at entry level during the course at various stages and organisesspecial programmes for both slow and advanced learners. At entry level Departments have conducted bridge courses and assess the student level to understand their level of learning. The bridge courses so make them competent for college learning process.

Programme for slow learners: Peer group learning, Remedial Class, Simple assignments and problem solving, Special lectures and workshops, Simplified learning materials, Part V programmes

Programme for advanced learners: Conferences, Paper presentation and Poster presentation, Panel discussion on current economic issues, Projects & Internships, Workshops

Programme for slow and advanced learners: Elective Courses, Add on Courses, Internal tests, Google form quiz

Further advanced learners are motivated to choose NPTEL programmes through their mentors and NPTEL coordinator as per their requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/webinar/webinar.php

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2020	4591	225

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:

The teaching-learning process has evolved with a number of phenomenal changes owing to the impact of technological developments on education. Our teaching methodologies have become more student-centric rather than teacher-centric, to turn learning into a pleasure and no more a pressure. Every student has his or her own learning practice based on their preference, level of observation, comprehension, and retention. In our college, the conventional chalk and talk method of teaching is supplemented with information and communication technology (ICT) tools.

Experimental Learning: Drama, Short films, Hands on training, Marketing Research, Product Launch, TALLY, MS-Office, E-Pay Methods, On-the-job Training, Internships, Ad Act, Guest Lecture, Super Password Collage and Mathematical Scribbles

Participative Learning: Literary Quiz, Skit, Spell Bee, Dumb Charade, Mock Skit, Meme Creation, Short Story Writing, Verse Writing, Pencil Sketching, Literary Debate, Extempore Speech, Mime, Literary Parade, Cartoon Creation, Role play, Industrial Visit, Group Discussions, Business Games, Layout Design, Ad Shooting and JAM board

Problem- Solving Learning: Crack the Crisis, Situational

Conversation, Projects, Union Budget Discussion, Business Quiz, Case Study and Kahoot

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://www.tcarts.in/webinar/webinar.php

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

Faculty members of the college are using ICT technology to improve the teaching and learning process.

Tools used:

LCD projectors, computer/laptops, mobile phones, Electronic White Board are used in the classrooms. Padlet, Short Film, Google Meet, Google Class room, YouTube, Documentary, NPTEL Lectures, Ms-Office, Tally, Mentimeter, WhatsApp, LATEX -Beamer -PPT, Zoom, Latex – Texnic Center- Tex Cad, Zite board, One note, Kahoot, College website are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. Jio wi-fi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitate downloads. Syllabus and study materials are also made available on the college website. Feedbacks are also received online from the stake holders.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://lms.tcarts.in/
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

164

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

A committee is constituted every year to design the Academic Calendar of the college. The committee interacts with the office of the COE, Heads of the Departments, Part V programme officers, College Administrative office, Placement Officer, College General Time-Table Committee and wardens of both Boys and Girls hostel to prepare a rough draft. The draft is fine tuned by the committee and the Academic Calendars are distributed to the staff and the students at the time of reopening of the college. Provisions are given to fill the student's personal data, time table and participation in the Part V activities. The college follows Day Order System and works for 96 days per semester and 192 days per academic year. The Academic calendar contains important dates and events of the college, dates regarding payment of tuition fee, examination fee, internal tests, summative practical / theory examinations, result declaration dates, dates for anti ragging committee meetings and Internal compliance committee meeting. It also contains other important relevant information.

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

225

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	**No File Uploaded**

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

157

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)

1759

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

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

24

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

Due to Covid-19 pandemic and as per the SOP given by UGC, Government of Tamilnadu, we conducted Internal exam and semester exam April 2021 through online.

Each student has an mail id in the college domain @tcarts.in

Internal faculties valued the Internal exam papers and External faculties valued the external exam papers through online.

For that, the following measures had been taken

1. Students can login only through college mail id

2. A staff was assigned to the students of a class to monitor their exams through online

3. Students submission of scanned answer sheets were monitored by the respective class teachers

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

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

Programme Outcomes (POs) and Course Outcomes (COs) of all programmes offered by the institution have been clearly stated and displayed on the website, department notice board, communicated to the teachers and the students through TOBE (Thiagarajar College Outcome Based Education) app.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	[View File](#)
Upload any additional information	[View File](#)
Link for additional Information	**Nil**

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

An Enterprise Resource Planning (ERP) has been developed by HIPRO software solutions, Chennai to evaluate the attainment of POs and COs. It has been evaluated, based on scoring of question wise marks, feedback and course exit survey. IQAC monitors this process.

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

2.6.3 - Pass Percentage of students

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

1553

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://coe.tcarts.in/

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://www.tcarts.in/iqac/index.php

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

New instruments have been purchased for the research purposes.

Electrochemical workstation with Bipotentiostat, UV-Visible Spectrophotometer Model V-730, PCR Master Cycler Nexus Gradient 'Eppendorf', Galvanometer (DC), Ammeter, Oscillator Audio Frequency, Decade Resistance Box, Pocket Ph Meter Occular Micrometer, Stage Micormeter, Epponrof Micropipetter, Sprit Lamp, Polarimeter, Cathode Ray Oscilloscope, D.C. Voltmeter, Step Down Transformer, Spot Reflect GAlvanometer, Precision Balance PGB, Microtip, Potentiometer Digital PICO with platinum and calomel electrode, Bunsen Burner with stop cock, Weighing Balance, Rotor Head, Bunsen Burner, Pocket PH Meter, Travelling Microscope, Spectrometer, Polarimeter Tube, Capacitance Box 4 dial, Milliammeter W/stand, Scale & Telescope Arrangement, Inductance Coil, Galvanometer (DC), Spherical Calorimeter, Grating Diffraction and Bar Magnet.

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://www.tcarts.in/research/research.php
Any additional information	No File Uploaded

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

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

0.61

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	No File Uploaded

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

11

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)

7.825

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	View File

3.2.2 - Number of teachers having research projects during the year

12

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.tcarts.in/research/research.php
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

66

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

5

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	https://www.tcarts.in/research/research.php
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.

The College provides an ecosystem for knowledge creation and its transfer. The college has local issues like managing solid and liquid waste. To address the local issues, the research department of Botany offers hands-on training ensuring imparting of knowledge, acquired through original research findings and experience in the bio-composting and biological methods of waste water treatment, using the facilities available in the college.

- Composting solid waste
- Recycling of domestic effluent by bio-augmentation method

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

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

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

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

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	**No File Uploaded**
Any additional information	**No File Uploaded**

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

3.4.2.1 - Number of PhD students registered during the year

22

File Description	Documents
URL to the research page on HEI website	https://www.tcarts.in/research/research.php
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

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

129

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

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

`40`

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/research/research.php

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

`668`

File Description	Documents
Any additional information	**No File Uploaded**
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

`13`

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View File](#)
Any additional information	**No File Uploaded**

3.5 - Consultancy

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

`0.2265`

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	**No File Uploaded**
List of consultants and revenue generated by them	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

197097

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	**No File Uploaded**
Any additional information	View File

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

Awareness Programme on Covid-19, Gender Bias and Stereotyping, Minding our Minds during Covid-19, Women's Engagement in Primary Eye Care, Covid 19-The Inside Story Effluent Treatment,Ex NCC Yogndan Online Quiz, Kargil Vijay Diwas (online), AtmaNirbhar Bharat Mass Awareness Campaign (Online), Grooming and Aesthetics, Online Lecture on Personality and Leadership Development, Constitution Awareness Programme, CARE 2020 (National webinar series), Fit India Movement, Gender Sensitization,Quarantine tips, Gandhi Jeyanthi Celebrations, Webinar on New Education Policy, Organic agriculture-Hands on Training, National Cancer Awareness Day, Tribal women – chart Preparation, Entrepreneurship

Cluster Programme, Sample Collection for Covid -19 Testing, Health and Hygiene Implementation, Waste water recycling-Demonstration, Natural Disaster Management-Video show-awareness Programme, Entrepreneurship and Innovation - National Webinar, Basics of start up - Trigger your passion - National Webinar, Agriculture and Entrepreneurship - National Webinar, One day Trekking camp under the theme of awareness of yoga and fitness, Corona free, lockdown free India online, Gender Equality in the midst of pandemic covid -19, Orientation programme, Aspiring Entrepreneurs Programme - Inauguration Stage1- Entrepreneurship Awareness Campaign (Self learning and Assessment programme)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tcarts.in/academics_new/non.php

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

8

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	**No File Uploaded**

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

38

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

5478

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

281

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)

9

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	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- **Library - The Library is fully automated and equipped with 1,08,085 books and has internet connectivity**
- **Classrooms - Each department has spacious classrooms with high ceilings. There are 76 classrooms and 7 departments**

- are equipped with Smart Classroom facility. Every block, in the college, has facilities for Divyangjan
  - Auditorium - Tholkappiar Arangam with a seating capacity of 1000, the Air Conditioned Diamond Jubilee Hall with 250 seats and the Air Conditioned Radha Thiagarajan Auditorium with 500 seats
  - Laboratories and Instruments - Adequately equipped, capacious UG and PG laboratories are attached to all science departments
  - Common Instrumentation Centre
  - Computers, peripherals & Wifi connectivity - Three computer laboratories with 515 computers with necessary peripherals and 100 mbps bandwidth connectivity are available
  - The NCoE established under MHRD grant has a well-equipped laboratory for promoting multidisciplinary research
  - Microsoft Campus agreement, the following mathematical software and database are available
  - Tamil Music Research Centre
  - Business Lab
  - Museum and Herbarium
  - Women's Studies Centre
  - IGNOU Study Centre
  - Placement Cell

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://tcarts.in/research/facilities.php

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 department of physical educationis equipped with the following sport facilitiesfor Indoor and Outdoor games:

Indoor Sports / games: Table Tennis Weight lifting & Power lifting Carrom Chess Software

Outdoor Sports / games: Foot ball sevens, badminton, Volley Ball, Hand Ball, Cricket nets, Kabaddi (Men), Kabaddi (Women), Kho – Kho, Badminton (Men), Badminton(Women)

Gymnasium: The Gymnasium is furnished with Swiss ball, medicine ball, multi functional bench, adjustable sit up bench, pectoral

rear deltoid press, lat pull down, seated chess press, adjustable sit up bench, stadiometer, twister, tumbles, weight plate set, wall bar, weight machine, power lifting belt, AB wheel, fitness training band, adjustable elastic band, battle rope and hoops.

Meditation and Yoga Centre -A separate hall is entitled for meditation, yoga is performed in open ground during early mornings and late evenings.

Cultural Activities -Three auditorium are there for conducting cultural activities.

Special facilities for differently abled persons: Wheel Chairs, Medicine ball, Shot Put, Resident Band, Cricket Ball for Visually Impaired Chess boards for Visually Impaired

NCC (Army & Navy) -NCC wings have places dummmy rifles, boats for carrying out institutional training activities.

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	No File Uploaded
Paste link for additional information	https://tcarts.in/sports/index.php

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

79

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)

172.77

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

4.2 - Library as a Learning Resource

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

The Library is automated with Modern Lib software and all the department libraries are interconnected. Issuing of books at the departments is also monitored from the General Library.

Name of the ILMS software: MODERNLIB

Nature of automation : FULLY

Version : 2

Year of Automation : 31.01.2012

Year of updation : 07.09.2018

The college library has a membership in INFLIBNET since 2012 – 2013 and DELNET since 2018 – 2019 to facilitate the students and the staff to access e-resources.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/library/library.php

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)

6.25

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

32

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	No File Uploaded

4.3 - IT Infrastructure

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

The college periodically updates its Information Technology facilities to make use of potential benefits offered by IT systems and also cater to new requirements. Seven classrooms have been upgraded as smart classrooms with facilities like interactive digital board, LCD, computers, audio and video recording facility and Wi-Fi connectivity. The present strength of computers is 515.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tcarts.in/research/facilities.php

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4591	474

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	No File Uploaded

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

B. Any three of the above

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

348.76

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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.

Utilization of physical facilities: The Optimum utilization of classrooms is ensured through the functioning of the college in two shifts, one from 08.30 a.m. to 1.35 p.m. and the other from 2.00 p.m. to 06.45 p.m. Timetable committee frame the general timetable to accommodate all the students in their respective theory or practical classes without any overlapping.

Utilization of academic facilities: The college general library works nine hours per day including vacations. In addition, each department is equipped with a department library. Students of various departments optimally and effectively utilize the three computer laboratories.

Sports and Ground facilities: Playgrounds and play courts are fully utilized throughout the year. Besides, NCC Army and Naval cadets use ground facilities for their training. Both day scholars and hostel inmates utilize the gymnasium.

Electrical and water sources: The electricians of the college are maintaining Rainwater harvesting facility, pumping stations, RO plant and Sewage treatment plant of the college.

Operational Annual Maintenance Contracts: Major instruments, Computers, Fire extinguishers, Air conditioners, RO units are maintained through respective Annual Maintenance Contracts (AMC). Annual agreements have been made with the Canteen Satellite canteen, Xerox Centre, Parking Facility contractors with legally drawn service agreement. To maintain the cleanliness of the campus, an agreement has been made with i2i on yearly renewable basis.

Utilization policy: A general work plan has been framed to utilize the optimum utilization of the academic resources. 1. Preparation of general time table by common committee 2. Preparation of departmental time table based on the structure given in general time table 3. Maintenance of class rooms, laboratories, instruments by the laboratory assistants under the supervision of respective department HoD and staff members

Maintenance policy: 1. Major equipments are covered under renewable AMC with the respective companies 2. Need based repair and services are periodically carried out 3. Three system administrators maintain networking

Cleanliness policy: The general cleaning work is carried out by outsourcing supervised by company supervisors and monitored by staff incharge of each department nominated for the purpose.

Cleanliness Quality maintenance: The college is adopting 5S principles. Each department is divided into several zones. Student 5S champions and a staff incharge maintain each zone and the entire process in the department monitored by a staff member nominated for the purpose. Coordinator, Quality Circle, coordinates the concept and implementation of 5S principles.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1063

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

217

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	**Nil**
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

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

216

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

A. All of the above

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

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

5.2 - Student Progression

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

491

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

424

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
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

51

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

33

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

The students Council of the college is the primary body to convey the requirements of the students. Student council members are elected by the class members. Principal, Dean, Members of students Council meet once in a month and discuss all the issues. And also review the action taken on the issues raised in previous meeting. Equal opportunity is given to all the members to give their suggestions / grievances / complaints / representations. Students have representation in Committees, Academic and Administrative bodies vizBoard of Studies, Academic Council, Library Committee, Readers' Club, Thiagarajar Maths Club (THIMAT), EXCITE club, TIC club, THIPSY club, Department Associations, Placement Coordination Committee, Organising Committees of Seminars, Conferences, workshops, Anti-ragging committee, Internal complaints committee, Internal complaints for disabilities, Mess Committee, Water and Waste Management Committee, Sports Committee, Discipline Monitoring Committee, 5S Committee and Cultural Committee. The meetings of the above bodies are conducted periodically and Action Taken has been

informed to all the members in the subsequent meeting. Students participation in all the above committees help the college to address the students grievances and further developments to excellence in all domains. All these responsibilities help our students explore their acumen for leadership.

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

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

10

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

5.4 - Alumni Engagement

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

Thiagarajar College Alumni Association has active participation in activities of the college since 2012 through financial and nonfinancial means. It was registered as a trust on the 7th day of November 2016 in the name of "Thiagarajar College Alumni Charitable Trust". Separate alumni website has been actively maintained to update their profile and offer their feed backs. As per the bylaws of the trust its' EC meetings, GB meetings are periodically conducted. It has taken measures to connect all the alumni of the college as life members of the association. It acts as a bridge between all the stakeholders of the college and extends support for the welfare and development of the student community. Every year we organize ten day residential Saiva Siddhantha programme, for this programme our alumni are demonstrating classes for the participants. It is noteworthy to mention that every year alumni of NCC army and Naval unit of our college meet on the Independence Day and Republic Day. Our alumni

represent various committees/cells/forums of the college like IQAC composition of the college, Board of studies of the departments, Academic council which reveal the active participation of our alumni in holistic development of the college. It is our tradition to invite our alumni for important programs of the college viz. College day and convocation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://alumni.tcarts.in/

5.4.2 - Alumni's financial contribution during the year

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:To serve the society by providing affordable quality higher education to all at all times.

Mission:To provide a gender friendly academic ambience which ensures knowledge acquisition through student teacher synergy resulting in character development and career readinesss.

The System of Governance: The College Committee (formed as per the guidelines of UGC and Tamilnadu Private College Regulations Act) headed by the President of the College, consists of Management nominees from academic / research / industry field, UGC nominee, University nominee, Principal and two senior faculty members representing all the staff implements both five and ten year plans. The College Council (consists of Heads of all the Departments, Deans, CoE, Part V Programme Officers, Coordinator / Staff in-charge of various programmes), Committee of Heads of the Departments, IQAC Composition, NAAC Steering Committee, Academic Council, BoS are the committees support the effective implementation of the plans in tune with the vision and mission

statements of the college. Women staff and students represent all the committees / cells / forums.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.tcarts.in/

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

The organizational structure encompass Management, Principal, IQAC Coordinator, Deans, Controller of Examinations, Heads of the Departments, Coordinators of various programmes and conveners of various committees and the stake holders. The College Committee (CC) consisting Management of the college, illustrious academician, eminent industrialist, UGC nominee, University nominee, representatives of the staff executes participative management for the holistic development of the college.

The IQAC composition of the college initiates quality initiatives and are implemented by HoDs, Deans, CoE and respective committees and staff-in-charges.

The Dean (Curriculum Development) coordinates academic process such as the conduct of Academic Council and Board of studies. The Dean also coordinates meetings of HoDs, College Council, awards committee and monitors the execution of minutes of the meetings.

The Dean (Student Welfare and Co-curricular Activities), monitors student support and progression and cocurricular activities. Placement Cell, Anti ragging committee, Internal compliance committee, Students council are the other responsibilities of the Dean (SW & CCA).

The Dean (Research and Development) coordinates the research activities and IPR oriented programmesand facilitate the office to have a follow-up on research grants, fellowship and other research funding matters.

Controller of Examinations supported by two Deputy CoEs conducts Summative Examinations through Exam superintendent on rotation basis and publish the results. Malpractice enquiry committee in association with office of the CoE look after the issues related

to malpractices.

A teacher nominated as SPOC manages the online NPTEL courses with a team of staff members representing each department

The Principal monitors various activities such as admission through the Admission Committee and Special Quota committee, appointments through certificate verification committee, disciplinary issues through disciplinary enquiry committee. Other cells / committees directly monitored by the Principal are OBC cell, SC & ST cell, Minority cell and grievance cell, purchases through chemical purchase committee, glassware purchase committee, instrument purchase committee and networking purchase committee and editorial committee of TeJAS, the online journal.

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://www.tcarts.in/Administration/administration/committees.php

6.2 - Strategy Development and Deployment

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

The annual plan is tactically prepared, the plan is executed, actions are taken, and the same are uploaded on the website.

The UGC autonomy grant is allocated to various departments with proper approval from the finance committee. Other grants are utilized with the approval of the Chairman, College Committee.

Decisions taken in the College Committee meetings are implemented in the collaborative and decentralized nature through College council, which meets every month. The 5S coordinator in consultation with the Principal draws plan for adopting 5S principles whose deployment awarded 5S certification.

A Committee, which includes Heads of Science Departments and two student representatives from each department, under the Principal as Chairperson, plans for the purchase of equipment under Special

Fee Account at the beginning of the academic year by reviewing the requirements given by each department. The Equipment purchase committee implements the recommendations of the committee by adopting the said procedures existing in the college.

While framing perspective plans, feed backs from the stakeholders, teachers, parents, alumni, employers and students are given due considerations.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://tcarts.in/academics/qc.php
Upload any additional information	No File Uploaded

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.

IQAC Composition:The IQAC composition is formed as per the revised guidelines of NAAC and coordinates all the activities of the college. The college Secretary represents the management in the IQAC composition, empowering the decision making capacity of the composition.

College Committee:As per the Tamil Nadu Private College Management Act 1970, the College Committee is constituted with the President, Vice-President and the Secretary of the college along with two management representatives, UGC nominee, University Nominee, The Principal and two senior staff of the college. Periodical meetings are conducted and policy decisions and other important decisions are made for the overall development of the college. The Principal and the Chairman of IQAC, place issues related to appointments, teachers' and students' grievances in official forums on need basis.

College Council:The college has an active council with the Principal as the chairperson. The HoDs, Coordinator of IQAC, Deans, Secretary of the staff association, all Part V programme officers, hostel wardens and staff in-charge of various programmes are its members.

Board of Studies (BOS) & Academic Council: Board of Studies and Academic Council are formed as per the guidelines of UGC and are

involved in Curriculum design, revision and development.

Students Council:The Students Council actively functions as a bridge between the College administration and the students.

Quality Control & 5S: Quality control coordinated by a faculty member, functions for the effective implementation, sustenance and adherence of 5S principles and practices.

Non Statutory Committees and Cells: The college adopts and practises participative approach in all its activities. Various committees such as Finance, Admission, Attendance, Malpractice Enquiry, Discipline Enquiry, Anti Ragging, Internal Compliance Committees have been formed and are active in carrying out their specific tasks. As per the suggestions given by the Autonomy Review Committee SC & ST Cell, OBC Cell and Grievance Redressal Cell have been formed and their meetings are regularly held.

Service rules, procedures, recruitment and promotional policies: The teaching and non-teaching staff are governed by the Service Rules and Regulations put forward by the Government of Tamil Nadu. UGC guidelines are strictly followed for appointment and promotion of teaching staff. Tamil Nadu State Government norms are followed for appointment and promotion of non-teaching staff.

Grievance redressal Mechanism: The Grievance Redressal Cell of the college receives the grievances of the students, non-teaching staff, teachers, parents and alumni. The grievances thus received are resolved in consultation with the Management / Principal / or specific department or body concerned.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.tcarts.in/front/orno.pdf
Upload any additional information	View File
Paste link for additional Information	https://www.tcarts.in/Administration/administration/mm.php

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

- **Maternity leave for female faculty members up to 9 months**
- **Group Insurance Schemes**
- **Health insurance for staff and their family**
- **Festival Advance**
- **Bonus to aided staff by Government and to non-aided staff by Management**
- **Faculty appointments prior to 2001 are eligible for pension benefits on retirement**
- **Faculty who joined after 2007 are covered under New Pension Scheme (Contributory Pension Scheme)**
- **GPF, gratuity and leave encashment are availed by retiring faculty as per Government norms**
- **Vacation leave, Casual leave, Earned Leave and Medical leave facility**
- **Loan on Provident Fund and Part final withdrawal**
- **Leave on other duty (OD) for attending Seminars, Conferences and Workshops**
- **Leave on other duty (OD) for delivering invited lectures / examination related work in other colleges**
- **Financial support to staff attending Seminars, Conferences and Workshops**
- **Employee Provident Fund for teaching and management fund for SF and non-teaching staff**
- **Membership of Private Colleges, Teachers and Employees cooperative Thrift and Credit Society Ltd**
- **Canteen and Satelite Canteen**
- **First Aid Facility**
- **Seed money for faculty members to do preparatory research work**
- **Xerox centre**

- **Yearly increment for staff working in Self - Financed stream**
- **Incentives to faculty members publishing papers in high impact journals and for procuring research grants**
- **Part of travel grant provided by management to faculty members going abroad for conferences on short-term projects**
- **Gymnasium for Physical fitness**
- **Periodic health check up camps free of cost / subsidiary cost**
- **Engineering college seat to wards of faculty members on request**
- **Pure Drinking R.O water**
- **Housekeeping by outsourcing to ensure cleanliness of the campus**
- **Management funded training programs for teaching and non-teaching employees.**
- **Wi-Fi facility with a speed of 110 Mbps**
- **Happy Day celebration for non-teaching staff**
- **Maternity leave encashment for lady non-teaching staff from ESI**
- **Medical loan to non-teaching staff**
- **Faculty contribution to teaching / non-teaching staff and students in case of medical emergency**
- **Gold ring as memento for retiring teaching faculty and watches for non-teaching staff**
- **Provision of uniform to Securities, Mess workers, Electricians and support staff**
- **CCTV camera installed in various nooks and corners of the campus to ensure gender sensitivity facilities of security and safety**
- **Indoor games and competitions to non-teaching staff**
- **Regular yoga classes to ensure spiritual englightenment and mental peace**
- **Post office inside the campus**
- **Ramp facilities**
- **Special toilets for differently abled persons**

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

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

8

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

10

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.)

99

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	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The College has been maintaining transparency in financial management by internal and external auditing (Local fund audit and GST audit) of all financial transactions at periodical intervals in adherence to the guidelines of Govt. of Tamil Nadu,

UGC, MHRD. In addition to internal audit, one external audits are conducted.

Internal Audit: The Management of the college has nominated an internal auditor to audit various accounts of the Government, UGC Grant, Management, Hostels and Certificate courses. The Internal auditor audits daily petty cash register, daily receipts, cash vouchers, bank vouchers and journal vouchers. He verifies the Students fee collection register, Bank Reconciliation statements and purchase bills for equipments, chemicals, glassware and printing materials. His periodical visits help the office accountants to maintain the accounts error free. Every year, completed accounts are submitted to the Chartered Accountant two months prior to the last date of filing of Income Tax Return.

External Audit: The Management has nominated a Chartered Accountant for filing of Income tax return and he is authorized to attend the hearings on behalf of the Management for any notice issued by the Income Tax Department. The External Auditor also checks the day to day transactions of all the accounts as and when required.

Joint Director of Collegeiate Education (JDCE) Audit:A team of JDCE audit nominated by the Govt. of Tamil Nadu verifies approved staff salary, Non-salary, special Fees, Caution deposit and Scholarship accounts, student's scholarship account, staff service register, appointment order, attendance register, leave register, other duty register and foreign trip leave register of the teaching staff

GST Audit: After the implementation of GST, The management has nominated a GST auditor to train the staff and to verify payment of GST. He oversees all GST related work and the filing of GSTR1 & 3B are done as per his guidance. From the date of introduction of GST i.e., (01.07.2017) every month the GST amount is remitted under the supervision of a Chartered Accountant.

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

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)

7.00

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

- **Fee from the students**
- **Government Agencies**
- **Research Projects**
- **Endowments**
- **Corporate Social Responsibility**
- **Alumni**
- **Aid for students from Trusts**
- **Scholarship from Trusts**
- **Hiring Charges for Centers in College campus**
- **Consultancy Charges**
- **Hostels**
- **Others : Rent for Canteen, Xerox Centre, two wheeler parking, venue for conduct of various examinations, disposing of paper wastes.**
- **Optimal Utilization of Financial resources**

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

6.5 - Internal Quality Assurance System

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

- **NAAC visit - Assessment by NAAC peer team on 04.02.2021 and 05.02.2021**

- **NIRF 2021 - Applied for NIRF ranking 2021**

- **Faculty Development programme on Thiagarajar College Academic Process Management System (TCAPMS) by Hipro solutions, chennai on 18.11.2020**

- **G-Suite Orientation Programme for our college staff members on 22.06.2020**

- **Two Day Live Web Seminar on Excellence in Teaching and Research in the COVID'19 Environment from 18.06.2020 to 19.06.2020**

- **One-day live web seminar on Strategies for accelerating NAAC accreditation preparations on 27.11.2020**

- **Orientation Programme for Faculty Development on 01.09.2020**

- **Webinar on From Songs to Science: Some Interesting Ideas on 15.10.2020**

- **COVID test camp was arranged on 10.01.2021**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://tcarts.in/student/placement.php

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 continuous process of teaching, pedagogy and learning are constantly subjected to review with a view to attain excellence. Any success or achievement also has to be assessed, as there is a scope for improvement. IQAC adopts various methods to review the performance in teaching and learning aspects. In the process of analysing, the suggestions and recommendations given in Internal Academic Audit, External Academic Audit, feedback specifically on teaching and learning, it was observed that there needs a

requirement for progressive care on academic, co-curricular and behavioural components of students. Hence, as a strategic measure, class diary and MTC record are issued to students.

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

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.tcarts.in/iqac/index.php
Upload e-copies of accreditations and certification	No File Uploaded
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

The institution provides equal opportunity to both male and female staff and students. Women staff represent various committees and decision making bodies. Women Study Centre of the College has conducted 2 programmes and promotes women empowerment. Out of 4814 students graduated 2638 are girl students. Similarly 22 female candidates have completed their doctoral degree. Girls do represent in NCC (Army), NCC (Navy),

NSS and in all Part V programmes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.tcarts.in/wsc/

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	**A. Any 4 or All 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)

The institute implements sequential process in managing degradable and non degradable wastes. The wastes are segregated at the source itself into degradable and non degradable.

The institution has a well-defined yard for decomposing degradable solid wastes using earthworms. As vermicomposting is one of the ecofriendly method in decomposing degradable wastes, the same is followed in managing degradable solid wastes. The collected wastes are dumped in the allotted places and left for a few days. After getting partial decomposition cow dung is is mixed with it. Then the dump is inoculated with earth worms. During the entire process, moisture was maintained by sprinkling water regularly. The paper wastes are sold to authorized vendors.

Waste water is collected in chambers so as to settle the coarse particulate matters. Then the water is pumped to treatment tanks were it is subjected to the action of microbial consortium. Further the water aerated in aeration chamber. The treated water is used for gardening and thus waste water is recycled.

The non degradable wastes and e-wastes are collected separately. They are sold to dealers for safe disposal. Bulk wastes are also

collected in red tag area and sold to the vendors.

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:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
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	**No File Uploaded**
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: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	A. Any 4 or all of the above

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

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	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
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).

The institution believes in the unique principle of the country, unity in diversity. There is no room for any kind intolerance in the campus. The students are from diverse background, yet no discrimination is found. To promote harmony the institution organizes various cultural and traditional programmes such as Ayuthapooja (worshipping Goddess of Knowledge), Pongal, patriotic programmes like Azadi Ka Amrit Mahotsav, Swarna Vijay Diwas, Kargil Vijay Diwas are being conducted. Besides, various cultural competitions, sports and games are conducted where there is no restriction to students for participation.

Programmes like white cane awareness day are conducted to highlight the achievements of visually challenged students. This will facilitate all the students to understand the basic problems of differently abled students and be cooperative with them. Students are taken to old age homes / orphanages on Christian and Islamic functions so as to make the students to imbibe the principles of harmony among the religions.

Students and staff are strictly restricted in grouping on the basis of cast, community, religion and politics. No permission is accorded to any individual / organization from within and outside the college to conduct any progrommes which suspected to cause difference of opinion among castes and religion.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**

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

The institution undertakes the moral obligation in sensitizing the students and employees of the institution to become responsible citizen of the country. In orientation meetings Principal stresses the students the values and tradition of the country and emphasize the responsibility of the students in performing their duties as enshrined in the Constitution of the country. Principal requests all the staff members to adopt the constitutional and moral responsibilities and to imbibe the same among the students. Programmes such as National Voter's Day, Vigilance awareness week, Traffic awareness week are being conducted by various Part V programmes. The institution encourages the staff members to take up the general duties like Election duty etc. The College Website displays a Values for the students and employees to understand the importance of social responsibility, good citizenry and empowerment.

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Pongal Celebrations (Makar Sankranti day)

AyuthaPooja (Navathri Celebrations)

Bakrit

Celebrated Birth/Death Anniversaries of the great Indian Personalities

- **National Youth Day: The 12th January, Swami Vivekananda's Birthday, is commemorated as National Youth Day.**
- **Netaji Birthday**
- **Founder's day**
- **Teacher's day**
- **Bharathiar Memorial day**
- **Universal Brotherhood day**
- **Dr. APJ Kalam Memorial Lecture**
- **Gandhi Jeynathi & Martyr's day**
- **Srinivasa Ramanujam Birthday**

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

Best Practice I

Title of the practice: Fighting against COVID19

Objectives of the practice:

- To protect the local community against the Pandemic disease
- To strengthen the Government in eliminating COVID

The context: As the entire country is facing disastrous impairment due to Covid, assisting the Governments in controlling and eradicating the disease is inevitable and responsibility of HEIs.

The practice:

Accommodation of North Indian people in the campus until their safe return to their homeland

Organizing Vaccination camps for mass vaccination of staff, students and public in the campus

Assisting Local Police personal in regulating public mobility during lock down with NCC volunteers

Strict adherence to Coivid guidelines issued by the Government

Evidence of success:

The North Indian people were sent to their respective homeland with the help of Government officials

All staff members have vaccinated twice and eligible students also have vaccinated

No covid positive cases among staff and students after reopening

Problems encountered: Initial hesitation from students in vaccination

Best practice II

Title of the practice: Online Examination and Valuation - Internal and External Examinations

Objectives of the practice:

- To conduct both internal and external examinations through online
- To evaluate the answer scripts submitted by the students

The context: Due to disease outbreak all HEIs suffered lockdown, and all the classes were conducted through online mode. Further it is mandate to evaluate the learning levels of the students.

The practice: Guidelines for taking online examinations were disseminated to all the students through different modes.

Receipt of question papers and submission of answer scripts by student through their respective institutional emails

Despatch of answer scripts to individual examiners for evaluation and submission of marks through their respective institutional emails

Evidence of success: All the students including students having arrears have successfully completed their examinations.

Completion of evaluation of answer scripts and publication of results within the scheduled time

Submission of results to University and the receipt of Provisional and degree certificates by the students to progress for higher education and placement

Problems encountered: Poor internet connectivity for some students who are residing in remote places

File Description	Documents
Best practices in the Institutional website	https://www.tcarts.in/cdata/Best_Practice.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

As per the vision of our college we have felicitated needy students to get Government scholarships, private scholarships and management scholarship. Due to the sincere effort of our college 691 students received Government scholarships under BC categories, 215 students under SC and ST categories, 157 students under Tamil Medium Stipend scheme, and 1 student under Special Higher Education Scholarship Scheme. Moreover 36 students received their scholarship from Sitaram Jindal Foundation, 3 students from Help the Blind Foundation, 1 student from Chennai Foundation, 1 student from Om Sakthi Narayani siddhar peedam and 2 students from Soroptimist scholarship under Private Scholarship criteria. Total number of 1108 beneficiaries were befitted under various scholarship scheme with the total amount of Rs. 28,72,604/-

To provide management scholarship, a committee has been constituted to get the applications from the students after shortlisting on their merit, social status, parental care and economical status. 175 students have been shortlisted and got approval from the management. 125 students in Aided stream received scholarship, 50 students in SF stream received and total amount of scholarship received Rs.5,00,000/-

Hence as per our founder vision provide affordable quality higher education to all at all times have been strictly adhered.

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

- Change of nomenclature of M.Sc. Chemistry (Special)
- Upgradation of TCAPMS
- Extension of usage of Zoom app for online meetings
- Purchase of 100 computers
- Management Scholarship for Ph.D. scholars
- Production of sanitizer for internal use
- Requesting Kalaithanthai Karumuttu Thiagaraja Chettiar Memorial Charitable Trust (KKTCMCT) for financial assistance under CSR

- Construction of more classrooms & laboratories
- Skill development programme to enhance employability skills and improve students placement
- Filling teaching and non-teaching vacancies
- Career Advancement Scheme (CAS) for aided staff.
- Restructuring IQAC composition
- Revision/drafting of Institutional policies
- Applying NIRF 2022
- Applying India Today ranking
- Formation of Institution's Innovation Council (IIC)
- Participation in ARIIA ranking (ATAL)
- Vaccination drive for teaching, non-teaching and students
- Institutional Developmental Policy (IDP) for short term and long term