

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality
Assurance Report (AQAR) by Accredited
Institutions

(AQAR format in line with the revised manual of Affiliated/Constituent PG Colleges, with effect from the academic year 2021-22)

PG & RESEARCH DEPARTMENT OF ENGLISH
THIRUVALLUVAR GOVERNMENT ARTS COLLEGE, RASIPURAM

AQAR – 2021 - 2022



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☐ *To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☐ *To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☐ *To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☐ *To undertake quality-related research studies, consultancy and training programmes, and*
- ☐ *To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- ☐ *Contributing to National Development*
- ☐ *Fostering Global Competencies among Students*
- ☐ *Inculcating a Value System among Students*
- ☐ *Promoting the Use of Technology*
- ☐ *Quest for Excellence*

Criterion 1 – Curricular Aspects

Key Indicator – 1.1 Curricular Planning and Implementation

Met ric No.	
1.1.1. QIM	<i>The Institution ensures effective curriculum delivery through a well planned and documented process</i> The institution adheres and follows the curriculum designed by Periyar University to which the institution is affiliated. It has its own unique ways of delivering the contents of the curriculum to the students. The Department frames time table for each staff member for the particular semester and allots portions of the syllabus to be covered for each subject. The staff members have a lesson plan for each unit of the courses they deal with. They use chalk and talk method and audio-visual method to deliver the contents. The teachers make use of ICT like smart board, recorded videos, TED Talk, BBC English, and English movies. The materials are posted in the Google Classroom created for each class and they are uploaded in the blog of the department. The teachers conduct tests periodically to ensure that what they teach reaches the students. Students are given assignments and they also give seminars on particular topics. They are involved in group discussion on topics related to their subjects and also on general topics. During the pandemic of COVIC-19, classes were dealt with online. Link for Time Table odd sem, even sem, Link for Lesson Plan, Link for Videos and other materials
1.1.2. QIM	<i>The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)</i> The institution prepares its academic calendar every year which gives details about the working days and the schedule for the tests for CIE. The institution adheres to the calendar except when it becomes inevitable and a day has to be declared as a holiday which is not as per the schedule in the calendar. The institution compensates it either by working on a Saturday or by extending the last working day of that particular semester. It adheres to the 90 working day schedule and sometimes exceeds it by one or two days. Link for COLLEGE CALENDAR

1.1.3. QnM	<i>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year</i> <table border="1" data-bbox="363 302 775 380"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>11</td></tr> </table> 1. Academic council/BoS of Affiliating University 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/certificate/Diploma Courses 4. Assessment/evaluation process of the affiliating University Options 1. All of the above 2. Any 3 of the above 3. Any 2 of the above 4. Any 1 of the above 5. None of the above	Year	2021-2022	Number	11
Year	2021-2022				
Number	11				
	Data requirement: (As per Data Template) ● Number of teachers participated ● Name of the body in which full time teacher participated ● Total number of teachers Documents: Upload the scanned copies of the letters issued by the affiliating university/institutions w.r.t the activity in which the teachers are involved. File Description: ● Details of participation of teachers in various bodies/activities provided as a response to the metric ● Any additional information				

Key Indicator- 1.2 Academic Flexibility

Met ric No.					
1.2.1. QnM	<i>Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</i> 1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented. <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>3</td></tr> </table> Data Requirement: (As per Data Template) - Name of all Programmers adopting CBCS - Name of all Programmes adopting elective course system File Description (Upload) - Any additional information - Minutes of relevant Academic Council/BOS meetings - Institutional data in prescribed format (Data Template)	Year	2021-2022	Number	3
Year	2021-2022				
Number	3				
1.2.2. QnM	<i>Number of Add on /Certificate programs offered during the year</i> <i>1.2.2.1: How many Add on /Certificate programs are added during the year.</i> <i>Data requirement for year: (As per Data Template)</i> <i>The template is combined with 1.2.3</i> <table border="1"> <tr> <td>Year</td><td>2021-2021</td></tr> <tr> <td>Number</td><td>02</td></tr> </table> - Names of the Add on /Certificate programs with 30 or more contact hours - No. of times offered during the same year - Total no. of students completing the course in the year File Description (Upload) - Any additional information - Brochure or any other document relating to Add on /Certificate programs - List of Add on /Certificate programs (Data Template)	Year	2021-2021	Number	02
Year	2021-2021				
Number	02				
1.2.3 QnM	<i>Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</i> 1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs during the year <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>34+34</td></tr> </table> Data Requirement: (As per Data Template) - Total number of students enrolled in certificate / Add-on programs - Total number of students across all the programs File Description(Upload) - Any additional information - Details of the students enrolled in Subjects related to certificate/Add-on programs	Year	2021-2022	Number	34+34
Year	2021-2022				
Number	34+34				

Key Indicator- 1.3 Curriculum Enrichment

Metric No.																																									
1.3.1. Q ₁ M	<i>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum</i> Upload a description in maximum of 200 words. The curriculum of Periyar University includes Environmental Studies, Value Education – Yoga, Personality Development, Feminist Writing, and English Language Teaching for the U.G. programme and English Language Teaching, Women’s Writing and Human Rights for the P.G. programme. The course “English Language Teaching” inculcates professional ethics related to teaching in the students. There is a Women Development Cell that actively functions in the institution which arranges programmes to enlighten the students on the rights and protection of women. “Feminist Writing” and “Women Studies” make the students analyse the issues that women face, the way the society looks at them and treats them, the ways women have to face those issues and the role of men in the world of women. “Environmental Studies” brings awareness about the environmental issues and the responsibility, particularly of the students towards the maintenance of green and clean globe. “Human Rights” and “Value Education” sensitize the students on their attitude towards others, their rights and responsibilities, and the importance of physical fitness. File Description (Upload) - Any additional information - Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.																																								
1.3.2. Q _n M	<i>Number of courses that include experiential learning through project work/field work/internship during the year</i> 1.3.2.1 : <i>Number of courses that include experiential learning through project work/field work/internship during the year</i> <table border="1"><tr><td>Year</td><td>2021-2022</td></tr><tr><td>Number</td><td>03</td></tr></table> <table border="1"><thead><tr><th colspan="4">PG&RESEARCH DEPARTMENT OF ENGLISH</th></tr><tr><th colspan="4">PROJECT TITLE AND GUIDE NAME DETAILS2021-22</th></tr><tr><th>S.N O</th><th>GUIDE NAME</th><th>NAME OF THE STUDENT</th><th>TITLE</th></tr></thead><tbody><tr><td>1</td><td>Dr.MYTHILY</td><td>B.SANJAY</td><td>A Study of the Holistic Personality in Gulu Ezekiel's <i>Captain Cool The M.S.Dhoni Story</i></td></tr><tr><td>2</td><td></td><td>M.MONISHA</td><td>A Study on Leadership Style of Indra Nooyi</td></tr><tr><td>3</td><td>Mr.A.MUTHU KUMAR</td><td>MAHALAKSHMI</td><td>Role ofFantacy and Egyptian Mythology on Rick Riordan's <i>The Red Pyramid</i>.</td></tr><tr><td>4</td><td>Dr.B.SHYAMA LADEVI</td><td>M.PREETHI</td><td>Race,Identity and Sisterhood in Brit Bennet's <i>The Vanishing Half</i>.</td></tr><tr><td>5</td><td></td><td>S.SOWMIYA</td><td>Struggles Faced byKashmiri Citizen Portrayed in Farah Bashir's <i>Memori Rumours of Spring</i>.</td></tr><tr><td>6</td><td></td><td>K.RAGULKUMAR</td><td>Dystopic Visions in Caryl Churchill's <i>Escaped Alone</i>.</td></tr></tbody></table>	Year	2021-2022	Number	03	PG&RESEARCH DEPARTMENT OF ENGLISH				PROJECT TITLE AND GUIDE NAME DETAILS2021-22				S.N O	GUIDE NAME	NAME OF THE STUDENT	TITLE	1	Dr.MYTHILY	B.SANJAY	A Study of the Holistic Personality in Gulu Ezekiel's <i>Captain Cool The M.S.Dhoni Story</i>	2		M.MONISHA	A Study on Leadership Style of Indra Nooyi	3	Mr.A.MUTHU KUMAR	MAHALAKSHMI	Role ofFantacy and Egyptian Mythology on Rick Riordan's <i>The Red Pyramid</i> .	4	Dr.B.SHYAMA LADEVI	M.PREETHI	Race,Identity and Sisterhood in Brit Bennet's <i>The Vanishing Half</i> .	5		S.SOWMIYA	Struggles Faced byKashmiri Citizen Portrayed in Farah Bashir's <i>Memori Rumours of Spring</i> .	6		K.RAGULKUMAR	Dystopic Visions in Caryl Churchill's <i>Escaped Alone</i> .
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7	Dr.V.SUGANTHI	L.KEERTHANAPRIYA	Sin and Retribution in Graham Green's <i>The Power and The Glory</i> .
8		S.MANIKANDAN	Poverty and Hunger in Kamala Markandaya's <i>A Handful of Rice</i> .
9		SARASWATHI.N	Culture and Tradition in Chetan Baghat's <i>Two States-the s Story of my marriage</i> .
10	Dr.S.KUMARAN	J.NAVEENA	The Reflection of Indian Society in Arunthathi Roy's <i>The God of Small Things</i> .
11		R.AJITHKUMAR	A Feministic Study of Anita Desai's <i>Cry, The Peacock</i> .
12	Dr.R.Geetha	M.Bhuvaneshwari	Resurrection of The Lost Architects in Sudha Murthy's <i>The Magic of The Magic of the Lost Temple</i> .
13		G.RAMYA	Cultural Collapse and Humanity in Chitra Banerjee Divakaruni's <i>One Amazing Thing</i> .
14	Dr.T.RAMAKRISHNAN	P.RANGANATHAN	Mystery and Investigation in Chetan Bhagat's <i>One Arranged Murder</i> .
15		SARAVANAN	Culture and Women Sensibility in R.K.Narayanan's <i>The Guide</i>
16	Dr.P.K.GOMATHI	M.JANARTHANAN	Consequences of Immortality in Ross Welford's <i>The 1000 Year Old Boy</i> .
17		M.PRIYA	Illusion Versus Reality in Ray Bradbury's <i>Fahrenheit 452</i> .
18	Dr.V.THILLAIKKARASI	P.SNEKHA	Psychological Thriller in Durjoy Datta's <i>The Girl of My Dreams</i> .
19		R.THULASINATHAN	Sexual Abuse in Justice K.C.Chandru's <i>Listen to My Case</i> .
20		M.SOFIA	Psychological Thriller in Nidhi Upadhyay's <i>That Night</i> .
21	Mr.A.ATHIYAPPAN	R.MARAN	Desire Deserve and Determination as the way to Success in Vijay Karthikeyan's <i>Once Upon an IAS Exam</i> .
22		R.DEEPIKA	The Voice of Noiceless Woman in Alex Michaelide's <i>The Silent Patient</i> .
23	Mr.G.KALAIVANAN	R.KEERTHANA	Motherhood and Incompetent Messiness of Tears in Renita D'Silva's <i>The Forgotten Daughter</i> .
24		K.BHAVADARSHA	Untouchability and Caste Discrimination in Bama's <i>Karukku</i> .
25		R.LALITHA	Transculturalism in Manju Kapur's <i>The Immigrant</i> .
Data requirement for year: (As per Data Template) • Name of the Course • Details of experiential learning through project work/field work/internship • Name of the Programme File Description: • Any additional information • Programme / Curriculum/ Syllabus of the courses • Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses • MoU's with relevant organizations for these courses, if any • Number of courses that include experiential learning through project work/field work/internship (Data Template)			

1.3.3. Qn M	<i>Number of students undertaking project work/field work/ internships</i>					
	1.3.3.1. <i>Number of students undertaking project work/field work/ internships</i>					
	<table><tr><td>Year</td><td>2021-2022</td></tr><tr><td>Number</td><td>30+30+7</td></tr></table>	Year	2021-2022	Number	30+30+7	
	Year	2021-2022				
	Number	30+30+7				
<i>Data Requirement : (As per Data Template)</i>						
• <i>Name of the programme</i> • <i>No. of students undertaking project work/field work /internships</i>						
	<i>File Description:(Upload)</i>					
	• <i>Any additional information</i> • <i>List of programmes and number of students undertaking project work/field work/ /internships (Data Template)</i>					

Key Indicator- 1.4 Feedback System

Metric No.	
1.4.1. QnM	<i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i> <i>1) Students 2) Teachers 3) Employers 4) Alumni</i> Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Choose any one Data Requirement: Report of analysis of feedback received from different stakeholders File Description • URL for stakeholder feedback report • Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) • Any additional information (Upload) (Note: Data template is not applicable to this metric)
1.4.2 QnM	<i>Feedback process of the Institution may be classified as follows:</i> Options: A. Feedback collected, analyzed and action taken and feedback available on website B. Feedback collected, analyzed and action has been taken C. Feedback collected and analyzed D. Feedback collected E. Feedback not collected Documents: Upload Stakeholders feedback report, Action taken report of the institute on it as stated in the minutes of the Governing Council, Syndicate, Board of Management File Description • Upload any additional information • URL for feedback report (Note: Data template is not applicable to this metric)

Criteria 2- Teaching- Learning and Evaluation

Key Indicator- 2.1 Student Enrolment and Profile

Metri c No.																																													
2.1.1.	Enrolment Number																																												
QnM	2.1.1.1 Number of students admitted during the year <table><tr><td>Year</td><td>2021-22</td></tr><tr><td>Number</td><td>UG – 39 PG – 35 M.Phil- 1 Ph.D -3</td></tr></table> 2.1.1.2 Number of sanctioned seats during the year <table><tr><td>Year</td><td>2021-2022</td></tr><tr><td>Number</td><td>UG – 40 PG – 36 M.Phil- 11 Ph.D As per the vacancy available</td></tr></table> Data Requirement last completed academic year. Total number of Students admitted Total number of Sanctioned seats File Description: Excel sheet enclosed Any additional information Institutional data in prescribed format	Year	2021-22	Number	UG – 39 PG – 35 M.Phil- 1 Ph.D -3	Year	2021-2022	Number	UG – 40 PG – 36 M.Phil- 11 Ph.D As per the vacancy available																																				
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Number	UG – 40 PG – 36 M.Phil- 11 Ph.D As per the vacancy available																																												
2.1.2.	<i>Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))</i>																																												
QnM	1.1.2.1. Number of actual students admitted from the reserved categories during the year <table><tr><td>Year</td><td colspan="5">Number of seats earmarked for reserved categories as per GOI or State Govt.Rule</td><td colspan="5">No of Students Admitted from the reserved category</td></tr><tr><td>21-22</td><td>SC</td><td>ST</td><td>OBC</td><td>Gen</td><td>Others</td><td>SC</td><td>ST</td><td>OBC</td><td>Gen</td><td>Others</td></tr><tr><td>UG</td><td>06+01</td><td>1</td><td>20</td><td>12</td><td>-</td><td>08</td><td>01</td><td>19</td><td>10</td><td>-</td></tr><tr><td>PG</td><td>06+01</td><td></td><td>18</td><td>11</td><td>-</td><td>07</td><td>0</td><td>17</td><td>11</td><td>-</td></tr></table> Data requirement for year: (As per Data Template) Number of Students admitted from the reserved category Total number of seats earmarked for reserved category as per GOI or State government rule File Description: (Upload)	Year	Number of seats earmarked for reserved categories as per GOI or State Govt.Rule					No of Students Admitted from the reserved category					21-22	SC	ST	OBC	Gen	Others	SC	ST	OBC	Gen	Others	UG	06+01	1	20	12	-	08	01	19	10	-	PG	06+01		18	11	-	07	0	17	11	-
Year	Number of seats earmarked for reserved categories as per GOI or State Govt.Rule					No of Students Admitted from the reserved category																																							
21-22	SC	ST	OBC	Gen	Others	SC	ST	OBC	Gen	Others																																			
UG	06+01	1	20	12	-	08	01	19	10	-																																			
PG	06+01		18	11	-	07	0	17	11	-																																			

	- Any additional information - Number of seats filled against seats reserved (Data Template)
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Key Indicator- 2.2. Catering to Student Diversity

Metri c No.							
2.2.1. QIM	<i>The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners</i> Write description in maximum of 200 words A special attention is being given to all slow learners. Parents-Teachers meetings were conducted after the exam results to ensure cooperation from all sides. They were given frequent revisions and they were asked to take up regular tests. Frequent counseling from the mentor and the class advisors helped them to learn the subject. A special focus was given to teaching grammar which has helped them to construct sentences without mistake. As the students hail from regional medium from a rural environment their performance is being monitored frequently. To get rid of their inferiority complex several competitions like Slogan Writing, Essay Writing, Poem Composing and Oratorical were organized through English Literary Association. Reading Club always motivates the students to improve their reading as well as spoken skills. Their active participation in the clubs helps them to improve their writing skills which in turn help them to clear the Exams with ease. They are also motivated to present papers in the conferences conducted by the Department of English and in other institutions. File Description: - Past link for additional Information - Upload any additional information						
2.2.2. QnM	<i>Student- Full time teacher ratio (Data for the latest completed academic year)</i> <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number of Students</td><td>174</td></tr> <tr> <td>Number of teachers</td><td>17</td></tr> </table> Data requirement: 10:1 - Total number of Students enrolled in the Institution - Total number of full time teachers in the Institution Formula: Students: teachers File Description (Upload) - Any additional information (Note: Data template is not applicable to this metric)	Year	2021-2022	Number of Students	174	Number of teachers	17
Year	2021-2022						
Number of Students	174						
Number of teachers	17						

Key Indicator- 2.3. Teaching- Learning Process

Metric No.	
2.3.1. QIM	<i>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</i> Upload a description in maximum of 200 words The Post Graduate students and M.Phil scholars do project and Dissertation respectively as a part of learning. Their area of interest as well as writer of their choice is chosen by students and scholars and they do a detailed analysis with their research supervisor. It is a great experience for them to boom out as a successful academician. The Third year Under Graduate students are divided into groups and they prepare a magazine which includes interview. They interview the experiences of transgender, entrepreneurs, academicians, professionals and skilled labours. They also draw pictures of great literary giants, environmental issues like Global Warming and cutting trees day today issues etc., They write articles about inventions, growth and various other topics which is always a good experience for them. The M.A students belonging to Periyar University has to undergo an Internship as per the new norms of Periyar University. They either as a group or individual, select a school of nearby area and they seek permission of the private or government aided schools to undergo internship. They attend the internship training programme for 15 days and get the certificate for their training and submit a report based on the training to the university. Periyar University has prescribed 'Environmental Studies' for the First UG students as NMEC paper. As a part of their learning they have planted saplings in the campus. Research Forum which works actively under English Literary Association conducts International/National Conferences and Workshops and motivates students to participate and present papers. Students details are enclosed in excel sheet File Description: ● Upload any additional information ● Link for additional information
2.3.2. QIM	<i>Teachers use ICT enabled tools for effective teaching-learning process.</i> Write description in maximum of 200 words Whatsapp groups are created for each class room and soft copies of study materials, short films, Power Point Presentations etc., are sent. During Corona pandemic the classes are handled with the assistance of Smart phones and Laptops. Soft copies of newspapers and magazines are also sent. Power Point Presentations help the students to understand the lessons with ease. Smart Board facility is also available to handle the classes effectively. Grammar spoken English related videos are sent frequently to the students. The

	scanned copies of text books, literary and non-literary books are also sent. Language Lab facilitates the students to acquire the four needed skills- Listening, Speaking, Reading and Writing. They are permitted to access the wifi facility and internet facility in the lab. File Description • Upload any additional information • Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.				
2.3.3. QnM	<i>Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)</i> 2.3.3.1. Number of mentors Number of students assigned to each Mentor <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number of mentors</td><td>17</td></tr> </table> Formula: Mentor : Mentee 1: 11 File Description • Upload, number of students enrolled and full time teachers on roll. • Circulars pertaining to assigning mentors to mentees • mentor/mentee ratio (Note: Data template is not applicable to this metric)	Year	2021-2022	Number of mentors	17
Year	2021-2022				
Number of mentors	17				

Key Indicator- 2.4 Teacher Profile and Quality

Metri c No.									
2.4.1. QnM	<i>Number of full time teachers against sanctioned posts during the year</i> <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>17</td></tr> </table> Data requirement for year (As per Data Template) - Number of full time teachers - Number of sanctioned posts File Description (Upload) - Full time teachers and sanctioned posts for year(DataTemplate) - Any additional information - List of the faculty members authenticated by the Head ofHEI	Year	2021-2022	Number	17				
Year	2021-2022								
Number	17								
2.4.2. QnM	<i>Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)</i> D.N.B2.4.2.1. Number of full time teachers with <i>Ph. D. / D.M. / M.Ch. / D.N.CSuperspeciality / D.Sc. / D.Litt.</i> during the year <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>Ph. D- 10</td></tr> </table> Data requirement for year: (As per Data Template) - Number of full time teachers with PhD./ D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. /D.Litt. - Total number of full time teachers File Description (Upload) - Any additional information - List of number of full time teachers with <i>Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt.</i> and number of full time teachers for year(Data Template)	Year	2021-2022	Number	Ph. D- 10				
Year	2021-2022								
Number	Ph. D- 10								
2.4.3. QnM	<i>Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</i> 2.4.3.1 : Total experience of full-time teachers <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>17</td></tr> </table> 2.4.3.2 Data requirement for year (As per Data Template) <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>-</td></tr> </table> - Name and Number of full time teachers with years of teaching experiences File Description: (Upload) - Any additional information - List of Teachers including their PAN, designation, dept. and experience details(Data Template)	Year	2021-2022	Number	17	Year	2021-2022	Number	-
Year	2021-2022								
Number	17								
Year	2021-2022								
Number	-								

Key Indicator- 2.5. Evaluation Process and Reforms

Metric No.	
2.5.1. QIM	<i>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</i> Upload a description not more than 200 words Three internal assessment test are conducted for all the students of UG and PG. Out of 25, 15 marks are given for internal tests and 5 marks for the attendance and 5 marks for the assignment submitted periodically for every unit for UG students as per University norms. Whereas out of 25 marks 10 marks are given for internal tests and 5 marks for the attendance, 5 marks for the assignment submitted periodically for every unit and 5 marks for the seminar on each paper for PG students and M.Phil scholars as per University norms. Question paper is set as per the University pattern and the first two hours are allotted for the internal tests. The schedule is given in the college calendar and it is strictly followed. The students who cannot turn up for the test are asked to inform through phone or in person earlier. They are usually asked to take up the test in the department corridor after the class hours. Those who cannot have good scores would be permitted to take up the test again to boost their scores. File Description: - Any additional information - Link for additional information
2.5.2. QIM	<i>Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient</i> Upload a description not more than 200 words Three internal assessment test are conducted for all the students of UG and PG. Out of 25, 15 marks are given for internal tests and 5 marks for the attendance and 5 marks for the assignment submitted periodically for every unit for UG students as per University norms. Whereas out of 25 marks 10 marks are given for internal tests and 5 marks for the attendance, 5 marks for the assignment submitted periodically for every unit and 5 marks for the seminar on each paper for PG students and M.Phil scholars as per University norms. The mechanism of evaluation is transparent and the students who have 91 to 100% attendance are given 5 marks. The students who have 81 to 90 % attendance are given 4 marks. The students who have 75 to 80% attendance are given 3 marks as per University norms. The student who has less marks are given to take up the internal test if they are willing.

	Those who are absent are asked to write the test again. File Description: - Any additional information - Link for additional information
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Key Indicator- 2.6 Student Performance and Learning Outcome

Metri c No.	
2.6.1. QIM	<i>Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.</i> Describe Course Outcomes (COs) for all Programmes and mechanism of communication within a minimum of 200 characters and maximum of 200 words Teachers are well-informed about the curriculum and the syllabus through the University. Syllabus is allotted and the teachers are informed well in advance. The syllabus is sent to the students through Whatsapp and they are asked to take the print out to know about the name of the paper and the syllabus allotted along with the name of faculty member who is allotted for the subjects. The faculty members orient the students through Student Induction programmes and during the ice-breaking sessions. The new topics like change in Research Methodology are given special preference and the topics are introduced through Power Point Presentations to enable the students to read the subject with ease. It helps them to boom out well as successful small entrepreneurs, teaches and professors in the near-by areas. They are also motivated to appear for SET/NET examinations, TRB as well as TNPSC examinations. A few students and scholars have successfully passed NET and SET exam. A few are appointed in Government posts. They have a paper named “English for Competitive Examinations” in Semester V and two papers named “English Literature for Competitive Exams” for UG during Semester V & VI and “English Literature for Competitive Exams” for PG during Semester IV which have helped them to appear for competitive exams. File Description: - Upload any additional information - Past link for Additional information - Upload COs for all Programmes (exemplars from Glossary)
2.6.2. QIM	<i>Attainment of Programme outcomes and course outcomes are evaluated by the institution.</i> Describe the method of measuring the level of attainment of POs , PSOs and COs in not more than 200 A few students and scholars have successfully passed NET and SET exam. A few are appointed in Government posts. They have a paper named “English for Competitive Examinations” in Semester V and two papers named “English Literature for Competitive Exams” for UG during Semester V & VI and “English Literature for Competitive Exams” for PG during Semester IV which have helped them to appear for competitive exams. All the part time scholars of the PG and Research Department

	of English are Government employees. E. Jayaraj works as a Deputy Inspector of Schools District Educational Office Salem. M.Phil scholar S. Vasanthi cleared both NET and SET. Mr. A. Muthukumar former Head and Present Assistant Professor, Mr. A. Athiappan, Assistant Professor, Dr. S. K. Kavitha, Guest Faculty, Mr. S. Janarthanan, Guest Faculty and Mr. D. Vevek, Guest Faculty of the PG and Research Department are the successful prestigious alumni of the Department. File Description: • Upload any additional information • Paste link for Additional information						
2.6.3. QnM	<i>Pass percentage of Students during the year</i> 2.6.3.1. Total number of final year students who passed the university examination during the year 2.6.3.2. Total number of final year students who appeared for the university examination during the year <table border="1"> <tr> <th colspan="2">Previous completed academic year</th></tr> <tr> <td>Number of students appeared</td><td>B.A: 31 M.A.: 25</td></tr> <tr> <td>Number of students passed</td><td>B.A: 27 M.A.: 20</td></tr> </table> Data Requirement (As per Data Template) Excel sheet enclosed • Programme code • Name of the Programme • Number of Students appeared • Number of Students passed • Pass percentage File Description • Upload list of Programmes and number of students passed and appeared in the final year examination (DataTemplate) • Upload any additional information • Paste link for the annual report	Previous completed academic year		Number of students appeared	B.A: 31 M.A.: 25	Number of students passed	B.A: 27 M.A.: 20
Previous completed academic year							
Number of students appeared	B.A: 31 M.A.: 25						
Number of students passed	B.A: 27 M.A.: 20						

Key Indicator- 2.7 Student Satisfaction Survey

Metri c No.						
2.7.1 Q _n M	<i>Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)</i> STUDENTS' CONTACT DETAILS					
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	149	20PEN1 335	JANANI.S	II M.A. ENGLISH		8667322134
	150	20PEN1 336	KEERTHANA.R	II M.A. ENGLISH	keerthiram 05719@g mail.com	6374952526
	151	20PEN1 337	KEERTHANAP RIYA.L	II M.A. ENGLISH	keerthilk14 38@gmail. com	9361636133
	152	20PEN1 338	LALITHA.R	II M.A. ENGLISH	lalitha3498 @gmail.co m	9486641816
	153	20PEN1 339	MAHALAKSH M.S	II M.A. ENGLISH	lakshmivas an3421@g mail.com	6374940027
	154	20PEN1 340	MONISHA.M	II M.A. ENGLISH	monieng98 @gmail.co m	6382086557
	155	20PEN1 341	NAVEENA.J	II M.A. ENGLISH	naveenana veena2310 @gmail.co m	9361230432
	156	20PEN1 342	PREETHI.M	II M.A. ENGLISH	prethijesu s@gmail.o m	9445538023
	157	20PEN1 343	PRIYA.M	II M.A. ENGLISH	catchmepri yamani@g mail.com	8825800700
	158	20PEN1 344	RAMYA.G	II M.A. ENGLISH	ramyaguna sekaran200 0@mail.co m	6374386752
	159	20PEN1 345	SARASWATHI. M	II M.A. ENGLISH	sarassridivi kdhinesh@ gmail.com	8754225183
	160	20PEN1 346	SNEKHA.P	II M.A. ENGLISH	snekhaa22 @gmail.co m	6382167689
	161	20PEN1 347	SOFIA.M	II M.A. ENGLISH	sofia30897 @gmail.co m	9362067009
	162	20PEN1 348	SOWMIYA.S	II M.A. ENGLISH	sowmiya3 097@gmai l.com	8883854247
	163	20PEN1 323	AJITHKUMAR. R	II M.A. ENGLISH	akajithkum ar210397 @gmail.co m	7358981455

	164	20PEN1 324	JANARTHANA N.M	II M.A. ENGLISH	msjanartha nan2649@ gmail.com	9123528617
	165	20PEN1 325	MANIKANDAN. S	II M.A. ENGLISH	manikanda n30897@g mail.com	8148236234
	166	20PEN1 326	MARAN.R	II M.A. ENGLISH	manimaran 2205@gm ail.com	9092918073
	167	20PEN1 327	RAGULKUMAR .K	II M.A. ENGLISH	ragulmsd5 61@gmail. com	8220332630
	168	20PEN1 328	RANGANATHA N.K	II M.A. ENGLISH	rangaba89 @gmail.co m	8072927129
	169	20PEN1 329	SANJAY.B	II M.A. ENGLISH	sanjaybala 9578@gm ail.com	9578869524
	170	20PEN1 330	SARAVANAN.A	II M.A. ENGLISH	LA	8248611164
	171	20PEN1 331	THULASINATH AN.R	II M.A. ENGLISH	thulasiram 2098@gm ail.com	8344384907
<i>Excel sheet enclosed</i>						

Criteria 3- Research, Innovations and Extension

Key Indicator 3.1- Resource Mobilization for Research

Metri c No.					
3.1.1. QnM	Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs) 3.1.1.1: Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs) <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>(INR in Lakhs):</td><td>NIL</td></tr> </table> Data requirement for year: (As per Data Template) • Name of the Project/Endowments • Name of the Principal Investigator • Department of Principal Investigator • Year of Award • Funds provided • Duration of the project • Name of the Project/Endowments File Description(Upload) • Any additional information • e-copies of the grant award letters for sponsored research projects /endowments • List of endowments / projects with details of grants(Data Template)	Year	2021-22	(INR in Lakhs):	NIL
Year	2021-22				
(INR in Lakhs):	NIL				
3.1.2. QnM	Number of teachers recognized as research guides (latest completed academic year): 10 3.1.2.1. Number of teachers recognized as research guides Data Requirement: Number of teachers recognized as research guides Total number of full time teachers Documents: Upload copies of the letter of the university recognizing faculty as research guides File Description: Any additional information • Institutional data in prescribed format				
3.1.3 QnM	Number of departments having Research projects funded by government and non government agencies during the year 3.1.3.1: Number of departments having Research projects funded by government and non-government agencies during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>(INR in Lakhs):</td><td>NIL</td></tr> </table> Data requirement for year: (As per Data Template) • Name of Principal Investigator • Duration of project	Year	2021-22	(INR in Lakhs):	NIL
Year	2021-22				
(INR in Lakhs):	NIL				

	• Name of the research project • Amount / Fund received • Name of funding agency • Year of sanction • Department of recipient File Description(Upload) • List of research projects and funding details(DataTemplate) • Any additional information • Supporting document from Funding Agency • Paste link to funding agency website
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Key Indicator 3.2- Innovation Ecosystem

Metri c No.					
3.2.1. Q _i M	<i>Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge: NIL</i> Write description in a maximum of 200 words File description • Upload any additional information • Paste link for additional information				
3.2.2. Q _n M	<i>Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year</i> 3.2.2.1: Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td></td></tr> </table> Data Requirements: (As per Data Template) • Name of the workshops / seminars • Number of Participants • Date (From -to) • Link to the activity report on the website File Description(Upload) • Report of the event • Any additional information • List of workshops/seminars during last 5 years (Data Template)	Year	2021-22	Number	
Year	2021-22				
Number					

Key Indicator 3.3- Research Publication and Awards

Metri c No.									
3.3.1. QIM	<i>Number of Ph.Ds registered per eligible teacher during the year</i> 3.3.1.1 How many Ph.Ds registered per eligible teacher within the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>01</td></tr> </table> 3.3.1.2 Number of teachers recognized as guides during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>07</td></tr> </table> Data Requirements during the year: (As per Data Template) • Name of the Ph.D scholar • Name of the Department • Name of the guide/s • Year of registration of the scholar • Year of award of Ph.D File Description (Upload) • URL to the research page on HEI web site • List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) • Any additional information	Year	2021-22	Number	01	Year	2021-22	Number	07
Year	2021-22								
Number	01								
Year	2021-22								
Number	07								
3.3.2. QnM	<i>Number of research papers per teachers in the Journals notified on UGC website during the year</i> 3.3.2.1. Number of research papers in the Journals notified on UGC website during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>14</td></tr> </table> Data Requirement: (As per Data Template) • Title of paper • Name of the author/s • Department of the teacher • Name of journal • Year of publication • ISBN/ISSN number File Description (Upload) • Any additional information • List of research papers by title, author, department, name and year of publication (Data Template)	Year	2021-22	Number	14				
Year	2021-22								
Number	14								

3.3.3. QnM	<i>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during year</i> 3.3.3.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year <table border="1" data-bbox="327 409 638 488"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>5</td></tr> </table> Data Requirement during the year: (As per Data Template) • Name of the teacher: Title of the paper • Title of the book published: Name of the author/s : Title of the proceedings of the conference • Name of the publisher: National/International • National/international : ISBN/ISSN number of the proceedings • Year of publication: File Description: (Upload) • Any additional information • List books and chapters edited volumes/ books published (Data Template)	Year	2021-22	Number	5
Year	2021-22				
Number	5				

Key Indicators 3.4 – Extension Activities

Metri c No.					
3.4.1. QIM	<i>Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the years.</i> Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 200 words. File Description: • Paste link for additional information • Upload any additional information				
3.4.2. QnM	<i>Number of awards and recognitions received for extension activities from government/ government recognized bodies during the year</i> 3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year. <table border="1" data-bbox="327 1709 638 1787"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> Data Requirement during the year: (As per Data Template) • Name of the activity • Name of the Award/recognition • Name of the Awarding government/ government recognized bodies • Year of the Award File Description: (Upload)	Year	2021-22	Number	NIL
Year	2021-22				
Number	NIL				

	- Any additional information - Number of awards for extension activities in last 5 year (Data Template) - e-copy of the award letters				
3.4.3. Q_nM	<i>Number of extension and outreach Programmes conducted by the institution through NSS/ NCC/Government and Government recognized bodies during the year</i> 3.4.3.1. Total Number of extension and outreach Programmes conducted by the institution through NSS/ NCC/Government and Government recognized bodies during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> Data Requirements during the year (As per Data Template) - Name and number of the extension and outreach Programmes - Name of the collaborating agency: Non-government, industry, community with contact details File Description (Upload) - Reports of the event organized - Any additional information - Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	Year	2021-22	Number	NIL
Year	2021-22				
Number	NIL				
3.4.4. Q_nM	<i>Number of students participating in extension activities at 3.4.3. above during year</i> 3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> Data Requirements during the year: (As per Data Template) - Name of the activity - Name of the scheme - Year of the activity - Number of teachers participating in such activities - Number of students participating in such activities File Description: - Report of the event - Any additional information - Number of students participating in extension activities with Govt. or NGO etc(Data Template)	Year	2021-22	Number	NIL
Year	2021-22				
Number	NIL				

Key Indicator - 3.5 Collaboration

Metri c No.	
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3.5.1. QnM	<i>Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</i> 3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>02</td></tr> </table> Data Requirements during the year: (As per Data Template) • Title of the Collaborative activity • Name of the partnering institution /industry/research lab with contact details • Year of commencement • Duration (From-To) • Nature of Collaborative activity File Description: (Upload) • e-copies of related Document • Any additional information • Details of Collaborative activities with institutions/industries for research, Faculty	Year	2021-22	Number	02
Year	2021-22				
Number	02				
3.5.2. QnM	<i>Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</i> 3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year <table border="1"> <tr> <td>Year</td><td>2021-22</td></tr> <tr> <td>Number</td><td>02</td></tr> </table> Data requirement for year : https://drive.google.com/file/d/1z1dXaOUtGVjk8dijOtfBDRUj8fRWGdre/view?usp=share_link • Organization with which MoU is signed • Name of the institution/industry/corporate house • Year of signing MoU • Duration • List the actual activities under each MoU • Number of students/teachers participating under MoUs File Description: • e-Copies of the MoUs with institution./ industry/corporate houses • Any additional information • Details of functional MoUs with institutions of national, international importance, other universities etc during the year	Year	2021-22	Number	02
Year	2021-22				
Number	02				

Criterion 4 - Infrastructure and Learning Resources

Key Indicator – 4.1 Physical Facilities

Metri c No.	
4.1.1. QIM	<i>The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.</i> Describe the adequacy of infrastructure and physical facilities for teaching –learning as per the minimum specified requirement by statutory bodies within a maximum 200 words For the students of English literature, there are well furnished five class rooms and one room for research scholars. They are with adequate infrastructure, board, sitting benches and tables and fans and lights. To improve their knowledge in English and to get in touch with English every day, there is a big library with above four thousands books. The staff and the students go to library daily to read and refer books and make use of the e-journals through internet by browsing the computers in the library. In the language lab, there are ten modernized computers, a lap top and one server for the purpose of giving training to students in listening to improvise their communicative skills so that they could write well in English. The students utilize this opportunity in the ratio of 1:4, which means nearly 40 students are sent every day to browse computers. The language is fitted with smart board. File Description: ● Upload any additional information ● Paste link for additional information
4.1.2. QIM	<i>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</i> Describe the adequacy of facilities for sports, games and cultural activities which include specification about area/size, year of establishment and user rate within a maximum of 200 words File Description ● Upload any additional information ● Paste link for additional information

4.1.3. QnM	Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. 4.1.3.1 : Number of classrooms and seminar halls with ICT facilities <table border="1" data-bbox="327 302 975 380"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number of Classrooms</td><td>6</td></tr> </table> Data Requirements: (As per Data Template) • Number of classrooms with LCD facilities • Number of classrooms with Wi-Fi/LAN facilities • Number of smart classrooms • Number of classrooms with LMS facilities • Number of seminar halls with ICT facilities File Description • Upload any additional information • Paste link for additional information • Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	Year	2021-2022	Number of Classrooms	6
Year	2021-2022				
Number of Classrooms	6				
4.1.4. QnM	Expenditure, excluding salary for infrastructure augmentation during the year(INR in Lakhs) 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs) <table border="1" data-bbox="344 1079 745 1158"> <tr> <td>Year</td><td></td></tr> <tr> <td>(INR in Lakhs)</td><td></td></tr> </table> Data Requirements: (during the year)(As per Data Template) • Expenditure for infrastructure augmentation • Total expenditure excluding salary File Description: • Upload any additional information • Upload audited utilization statements • Upload Details of budget allocation, excluding salary during the year(DataTemplate)	Year		(INR in Lakhs)	
Year					
(INR in Lakhs)					

Key Indicator – 4.2 Library as a learning Resource

Metric No.	
4.2.1. QIM	Library is automated using Integrated Library Management System (ILMS) Data requirement for year: Upload a description of library with, • Name of ILMS software • Nature of automation (fully or partially) • Version • Year of Automation File Description: • Upload any additional information • Paste link for Additional Information

4.2.2. The institution has subscription for the following e-resources

QnM

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access toe-resources

E-RESOURCES LIST

<u>S.No.</u>	<u>Links</u>
1	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=1
2	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=2
3	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=3
4	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=4
5	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=5
6	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=6
7	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=7
8	https://nlist.inflibnet.ac.in/search/Search/Results?lookfor=english+literature+journal&type=AllFields&page=8

List of National Journal List

S. No	Name of the Journal	Vol. No.	year of Publication	No .
1	Dialogue	IV	Jun-08	II
2	Dialogue	IV	Dec-08	II
3	Dialogue	V	Dec-09	II
4	Dialogue	VI	Jun-10	I
5	Dialogue	VII	Jun-11	I
6	Dialogue	VIII	Jun-12	I
7	Dialogue	IX	Jan-13	I
8	Dialogue	IX	Dec-13	II
9	Indian Journal of post colonial Literatures		Jan - Dec 2004	6
10	Indian Journal of post colonial Literatures		Jul - Dec 2007	9
11	Indian Journal of post colonial Literatures		Jul - Dec 2008	12

12	Indian Journal of post colonial Literatures		Dec-11	11.2
13	Poetcrit	XXX	Jul-11	2
14	Poetcrit	XXVI	Jul-13	2
15	Poetcrit	XXVII	Jan-14	1
16	Poetcrit	XXVII	Jul-14	2
17	Poetcrit	XXVIII	Jul-15	2
18	Poetcrit	XXX	Jan - July - 2017	1
19	Poetcrit	XXX	Jul - Dec 2017	2

List of International Journal List

S. No	Name of the Journal	Vol. No.	year of Publication	No .
1	Indian Journal of post colonial Literatures		Jan - Dec 2004	6
2	Indian Journal of post colonial Literatures		Jul - Dec 2007	9
3	Indian Journal of post colonial Literatures		Jul - Dec 2008	12
4	Indian Journal of post colonial Literatures		Dec-11	11.2

Options:

- A. Any 4 or more of the above
- B. Any 3 of the above
- C. Any 2 of the above
- D. Any 1 of the above
- E. None of the above

	Data requirement for year: (As per Data Template) • Details of membership: • Details of subscription: File Description: • Upload any additional information • Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)				
4.2.3 QnM	<i>Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</i> 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs) <table border="1"> <tr> <td>Year</td><td>2021-2022 (book purchase)</td></tr> <tr> <td>(INR in Lakhs)</td><td>20,000</td></tr> </table> Data requirement for year: (As per Data Template) • Expenditure on the purchase of books/e-books • Expenditure on the purchase of journals/e-journals in during the year • Year of Expenditure: File Description (Upload) • Any additional information • Audited statements of accounts • Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	Year	2021-2022 (book purchase)	(INR in Lakhs)	20,000
Year	2021-2022 (book purchase)				
(INR in Lakhs)	20,000				

4.2.4 QnM	<i>Number per day usage of library by teachers and students (foot falls and login data for online access)</i> <i>(Data for the latest completed academic year)</i> 4.2.4.1 Number of teachers and students using library per day over last one year Data Requirement 5staff, 42 students ● Upload last page of accession register details ● Method of computing per day usage of library ● Number of users using library through e-access ● Number of physical users accessing library File Description(Upload) ● Any additional information ● Details of library usage by teachers and students The HEI is requested to calculate the teachers and students usage library per day. Average usage of the library by the college = Total no. of teachers & students in each day for all working days / Total no. of working days (Note: Data template is not applicable to this metric)
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Key Indicator- 4.3 IT Infrastructure

Metric No.	
4.3.1. QIM	<i>Institution frequently updates its IT facilities including Wi-Fi</i> Describe IT facilities including Wi-Fi with date and nature of updating within a maximum of 200 words There is a well-furnished language laboratory to learn English language for the students of English literature. In order to train the students in the language laboratory, there are staff members who could operate computers thoroughly. Every day the students are being given training to listen to the language, English. In this way, they are able to listen the pronunciation and they could improvise it for later use. They are asked to repeat them in pronunciation, the vocabularies and sentences in English from what they heard. They are asked to write vocabularies and sentences through listening. Apart from teaching dramas in class, the students are shown them visually in computer. Besides, there is a smart board for the purpose of taking class and exhibiting dramas for which a projector is used. In this way the students are trained well to cope

	up with the new and modern environment. This type of practice will enable the students, rural students in particular, to improve their understanding in the form of listening and writing. Where ever the students go in search of a job, they are given preference because the training they have undergone in English. So getting a job for the students of English literature is not hard task. File Description • Upload any additional information • Paste link for additional information
4.3.2. QnM	Student – Computer ratio Number of students : Number of Computers Data Requirements:4:1 • Number of computers in working condition 10 +1 • Total Number of students 128 File Description • Upload any additional information • Student – computer ratio (Note: Data template is not applicable to this metric)
4.3.3. QnM	Bandwidth of internet connection in the Institution Options: A. ≥ 50MBPS B. 30 - 50MBPS C. 10 - 30MBPS D. 10 - 5MBPS E. < 5MBPS Data Requirement: • Available internet band width File Description • Upload any additional Information • Details of available bandwidth of internet connection in the Institution (Note: Data template is not applicable to this metric)

Key Indicator – 4.4 Maintenance of Campus Infrastructure

Metric No.	
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4.4.1 QnM	<i>Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year(INR in Lakhs)</i> 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs) <table border="1" data-bbox="325 371 786 450"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>(INR in Lakhs)</td><td>NIL</td></tr> </table> Data Requirement : (As per Data Template in Section B) • Non salary expenditure incurred • Expenditure incurred on maintenance of campus infrastructure File Description: • Upload any additional information • Audited statements of accounts. • Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	Year	2021-2022	(INR in Lakhs)	NIL
Year	2021-2022				
(INR in Lakhs)	NIL				
4.4.2. QIM	<i>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</i> Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a maximum of 200 words Name of the computer: HCL Processor: Intel Pentium Core 2 Ram: 2 GB Storage Capacity: 32 GB File Description: • Upload any additional information • Paste link for additional information				

Criterion 5- Student Support and Progression

Key Indicator- 5.1 Student Support

Metric No.							
5.1.1 QnM	<i>Number of students benefited by scholarships and free ships provided by the Government during the year</i> 5.1.1.1. Number of students benefited by scholarships and free ships provided by the Government during the year <table border="1" data-bbox="288 712 596 837"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td></td><td>2</td></tr> <tr> <td>Number</td><td>169</td></tr> </table> Data Requirement : (As per Data Template) • Name of the Scheme Tamil Nadu Government Scholarship for other Backward classes, SC, ST • Number of students benefiting 2021-2022-169 File Description: • upload self attested letter with the list of students sanctioned scholarship • Upload any additional information • Number of students benefited by scholarships and freeships provided by the Government during the year (Data Template) above	Year	2021-2022		2	Number	169
Year	2021-2022						
	2						
Number	169						

5.1.2. Number of students benefitted by scholarships, freeships etc. provided by the institution / non- government bodies, industries, individuals, philanthropists during the year

QnM 5.1.2.1 Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government bodies, industries, individuals, philanthropists during the year

Year	2021-2022
Number	169

Year	Name of the scheme	No of students benefitted by Govt. scheme & amount		NGA
		No of students	Amount	
2021-2022	Tamil Nadu Government Scholarship for other Backward classes, SC, ST	BC/BC M-60 MBC-47 SC/ST-62	UG BC I Year-12 II Year-13 III Year-12 MBC I Year-13 II Year-11 III Year-08 SC/ST I Year-14 II Year-13 III Year-13 PG BC I Year-14 II Year-09 MBC I Year-11 II Year-04 SC/ST I Year-09 II Year-13 Rs.520792/-	

Data requirement for year: (As per Data Template)

- Name of the Scheme with contact information Tamil Nadu Government Scholarship for other Backward classes, SC, ST
- Number of students benefiting
2021-2022-169

File Description:

- Upload any additional information
- Number of students benefitted by scholarships and free ships institution / non-government bodies, industries, individuals, philanthropists during the year (Date Template)

5.1.3. Capacity building and skills enhancement initiatives taken by the institution include the following

QnM

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Name of the Capability Enhancement Programme	Date of Implementation	No of Students Enrolled	Name
Students Induction Programme Leader within you	04.10.2021, 05.10.2021 & 06.10.2021	First year UG	Dr.P.Mythili Associate Professor of English TGAC
Co-curricular & Extra-curricular activities	04.10.2021		Mr. A. Muthukumar Assistant Professor of English TGAC
	04.10.2021		Dr. B. Shyamala Devi Assistant Professor of English TGAC
	05.10.2021		Dr. V. Suganthi Assistant Professor of English TGAC
Personality Development	04.10.2021		Dr S. Kumaran Assistant Professor of English TGAC
Reading Skills	05.10.2021		Dr. R. Geetha Assistant Professor of English TGAC
Competitive Exam	05.10.2021		Dr. T. Ramakrishnan Assistant Professor of English TGAC
Purpose of Reading Literary Texts	05.10.2021		Dr.P.K.Gomathi Assistant Professor of English TGAC
Job opportunities	04.10.2021		Dr. V. Thillaikarasi Assistant Professor of English TGAC
The Qualities of English Language	05.10.2021		Mr. A. Athiappan Assistant Professor of English TGAC

Achieve success by using skills you have	05.10.2021		Mr. G. Kalaivanan Assistant Professor of English TGAC
Gender Equity	04.10.2021	First year PG	Dr.P.Mythili Associate Professor of English TGAC
Career for Students of Literature	05.10.2021		Mr. A. Muthukumar Assistant Professor of English TGAC
	04.10.2021		Dr. B. Shyamala Devi Assistant Professor of English TGAC
	04.10.2021		Dr. V. Suganthi Assistant Professor of English TGAC
Personality Development	05.10.2021		Dr S. Kumaran Assistant Professor of English TGAC
Reading Skills	05.10.2021		Dr. R. Geetha Assistant Professor of English TGAC
Competitive Exam	04.10.2021		Dr. T. Ramakrishnan Assistant Professor of English TGAC
How to read, analyse and write a research article	04.10.2021		Dr.P.K.Gomathi Assistant Professor of English TGAC
Employment Opportunities	05.10.2021		Dr. V. Thillaikarasi Assistant Professor of English TGAC
Theory of Literature- Bird's Eye View	05.10.2021		Mr. A. Athiappan Assistant Professor of English TGAC
Maximum Achievement in Life & Competitive Exams	04.10.2021		Mr. G. Kalaivanan Assistant Professor of English TGAC

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

Year	2021-2022
Number	-

	Name of the Activity	No of students attended	Details of Career Counseling offered by the institution	No of Students participated/attended	Details of Career Counseling
	Campus Recruitment Program	-	-	-	-
Data requirement for year: (As per Data Template) • Name of the scheme • Number of students who have passed in the competitive exam • Number of students placed File Description (Upload) • Any additional information • Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) • Ms. M.Vasuki placed as teacher in Rasi International School • M. Vanathi placed in KongunaduMatric Higher Secondary School, • V. Manikandan placed in ShriRam City Union Finance LTD • R.Boovan placed in Equitas					

ELA Inauguration Online	18.11.2021	All students & scholars	Dr.Joji John Panicker Assistant Professor CMS College, Kottayam
Women Health Programme For pregnant girls	27.11.2021	Girls	Mrs. Indhumathi Assistant Professor of N&D TGAC
Be the CEO of your Health (Online)	27.11.2021	Students and scholars	Mrs. Indhumathi Assistant Professor of N&D TGAC
EDCStart-up Success Stories	04.12.2021	PG& UG students	N.Thulasinathan K. Ragulkumar M.Janarthanan II MA English Literature TGAC
Financial Education Workshop	22.03.2022	PG girls	Dr.Chandrasekar Retired Principal Kandasamy Kandar College, Velur, Namakkal
ELA Valediction	13.05.2022	All students	Dr.A.Kayalvizhi, Assistant Professor of English, Salem Sowdeswari College

Options:

- A. All of the above
 - B. 3 of the above
 - C. 2 of the above
 - D. 1 of the above
- none of the above

Data Requirement: (As per Data Template)

- Name of the capability building and skills enhancement initiatives
- Year of implementation
- Number of students enrolled
- Name of the agencies involved with contact details

File Description (Upload)

- Link to Institutional website
 - Any additional information
- Competitions like Nail Art and Origami were conducted to create awareness about

	entrepreneurial skills Details of capability building and skills enhancement initiatives (Data Template) <i>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</i> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organization wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Data Requirement: Upload the grievance redressal policy document with reference to prevention of sexual harassment committee and anti-ragging committee, constitution of various committees for addressing the issues, minutes of the meetings of the committees, number of cases received and redressed. File Description (Upload) • Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee • Upload any additional information • Details of student grievances including sexual harassment and ragging cases (Note: Data template is not applicable to this metric)
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5.1.4. QnM	<i>Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution</i> <i>DURING THE YEAR</i>													
	Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution during the year													
	<table><tr><th>Name of the Activity</th><th>No of students attended</th><th>Details of Career Counseling offered by the institution</th><th>No of Students participated /attended</th><th>Details of Career Counseling</th></tr><tr><td>Campus Recruitment Program</td><td>-</td><td>-</td><td>-</td><td>-</td></tr></table>					Name of the Activity	No of students attended	Details of Career Counseling offered by the institution	No of Students participated /attended	Details of Career Counseling	Campus Recruitment Program	-	-	-
Name of the Activity	No of students attended	Details of Career Counseling offered by the institution	No of Students participated /attended	Details of Career Counseling										
Campus Recruitment Program	-	-	-	-										

	Data requirement for year:(As per Data Template) • Name of the scheme • Number of students who have passed in the competitive exam • Number of students placed- File Description (Upload) • Any additional information • Number of students benefited by guidance for competitive examinations and career counselling DURING THE YEAR (Data Template) • Ms. M.Vasuki placed as teacher in Rasi International School • M. Vanathi placed in KongunaduMatric Higher Secondary School, • V. Manikandan placed in ShriRam City Union Finance LTD • R.Boovan placed in Equitas
5.1.5.	<i>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</i> <i>1. Implementation of guidelines of statutory/regulatory bodies</i>

QnM	1. Ragging is strictly prohibited inside the campus. 2. The students are instructed to take pledge against Ragging and Sexual harassment which is printed in the college calendar. 3. Students are encouraged to enroll in Anti-ragging 4. Women Cell functions effectively and it regularly organizes programmes to create awareness about gender equality, POSCO ACT etc., for both boys and girls. <i>2. Organisation wide awareness and undertakings on policies with zero tolerance</i> 1. Awareness Programmes are periodically organized to create awareness by the Women Cell, TGAC. 2. Wide awareness about Ragging, Untouchability and abolition of Child Labour is created and any issue regarding harassment is viewed severely and disciplinary actions are taken at once. 3. Anti-ragging warnings are written on the notice boards of the college.
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	3. <i>Mechanisms for submission of online/offline students' grievances</i> 1. Students can meet in person or contact their class advisors and mentors over phone anytime against ragging or any other grievances. 2. The discipline committee of the department as well as college strictly monitors the students. 3. Every department has a Women Cell In-charge and two girl representatives to address the issues of girls. 4. Whatsapp group for Women cell is formed to communicate issues related to gender sensitization 4. <i>Timely redressal of the grievances through appropriate committees</i> Grievances are addressed and redressed through representation to the college discipline committee. Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Data Requirement: Upload the grievance redressal policy document with reference to prevention of sexual harassment committee and anti ragging committee, constitution of various committees for addressing the issues, minutes of the meetings of the committees, number of cases received and redressed. File Description (Upload) Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee Students and Staff from the Department of English played a key role in organizing the following online seminar
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Key Indicator- 5.2 Student Progression

Metri c No.							
5.2.1	Number of placement of outgoing students during the year QnM 5.2.1.1: Number of outgoing students placed during the year <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td></td><td>2</td></tr> <tr> <td>Number</td><td>21</td></tr> </table> Data requirement for year (As per Data Template) https://docs.google.com/spreadsheets/d/1eHs2CuOuvavX0s0oYumxb0XRyjuxZgagTGKzOP0qQ8E/edit?pli=1#gid=1119196257 - Name of the employer with contact details - Number of students placed File Description (Upload) - Self-attested list of students placed - Upload any additional information - Details of student placement during the year (Data Template)	Year	2021-2022		2	Number	21
Year	2021-2022						
	2						
Number	21						
5.2.2.	Number of students progressing to higher education during the year QnM 5.2.2.1. Number of outgoing student progression to higher education <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td></td><td>2</td></tr> <tr> <td>Number</td><td>20</td></tr> </table> Data Requirement: https://docs.google.com/spreadsheets/d/1YHtkdLNSvsgUAqOYQ0UC1W3GaFJxpQba/edit?usp=share_link&ouid=106400685516378243188&rtpof=true&sd=true Number of outgoing students progressing for higher education - UG to PG: - PG to MPhil: - PG to PhD: - MPhil to PhD: - PhD to Post doctoral: - UG to B.Ed- - PG to B.Ed- File Description (Upload) - Upload supporting data for student/alumni - Any additional information - Details of student progression to higher education	Year	2021-2022		2	Number	20
Year	2021-2022						
	2						
Number	20						

5.2.3. QnM	<i>Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)</i> 5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year 5.2.3.2. https://docs.google.com/spreadsheets/d/1ZvVA-tBfGAo-cZ8ckw4jdYdv7kPqfxEW/edit?usp=share_link&ouid=106400685516378243188&Mrtopf=true&sd=true <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>10</td></tr> </table> 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) during the year <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> Data requirement for year: (As per Data Template) Number of students selected to • JAM • CLAT • NET • SLET • GATE • GMAT • CAT • GRE • TOEFL • Civil Services • State government examinations File Description (Upload) • Upload supporting data for the same • Any additional information • Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	Year	2021-2022	Number	10	Year	2021-2022	Number	NIL
Year	2021-2022								
Number	10								
Year	2021-2022								
Number	NIL								

Key Indicator- 5.3 Student Participation and Activities

Metri c No.					
5.3.1 QnM	<i>Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year.</i> 5.3.1.1 : Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year. <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> Data requirement for year: (As per Data Template) • Name of the award/medal • University /State/National/International • Sports/Culture File Description (Upload) • e-copies of award letters and certificates • Any additional information • Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year)(Data Template)	Year	2021-2022	Number	NIL
Year	2021-2022				
Number	NIL				
5.3.2 QIM	<i>Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)</i> Describe the students' representation and engagement in various administrative, co-curricular and extracurricular activities within a maximum of 200 words English Literary Association Functions effectively under the in-charge of Dr.V.Suganthi, Assistant Professor of English, The formal inauguration of the English Literary Association and its affiliated clubs was on 27.02.2021 through Google Meet. Dr. J. Tharageshwari, Assistant Professor in English, Kandasamy Kandar's College, Velur inaugurated the activities. She spoke on Literature and Society, quoting writers down the ages introducing some prominent writers and their works to our students. The activities of the English Literary Association have been compressed into one week. The Reading Club conducted Short Story Writing Competition for the students of B.A. English and Flash Fiction Writing Competition for the students of B.A. and M.A. The Quiz Club conducted the preliminary round of Quiz Competition				

and the Fine Arts Club conducted MEME creation Photography Competition. Advertisement slogan writing and was conducted to enrich and entertain the students of English Literature. Poetry Club conducted Poem Composing Competition and there was a total of 38 participants. Singing Competition was held on behalf of the Cultural Club. On behalf of the Fine Arts Club Origami Competition was conducted. Many participants from M.A. and B.A. were engaged in N.S.S. N.C. C., YRC and Rotaract activities. They participated in the awareness programme organized by Indian Red Cross Society.

A boy and a girl representative for each class every year are nominated as representatives to maintain discipline and decorum. They communicate all messages to students and collect data pertaining to examination, scholarship, bus pass etc. They used to participate in NSS, NCC, YRC and Rotaract Club.

**STAFF CO-ORDINATORS OF THE ENGLISH LITERARY ASSOCIATION
AND ITS AFFILIATED CLUBS**

1. English Literary Association - Dr. V. Suganthi
2. Drama Club - Dr. B. Shyamala Devi
3. Reading Club - Dr. V. Suganthi
4. Research Forum - Dr. S. Kumaran
5. Quiz Club - Dr. R. Geetha
6. News Club - Dr. S. Ramakrishnan
7. Fine Arts Club - Dr. P.K. Gomathi
8. Cultural Club - Mr. A. Athiappan
9. Poetry Club - Mr. G. Kalaivanan

**LIST OF OFFICE-BEARERS OF THE ENGLISH LITERARY
ASSOCIATION AND ITS AFFILIATED CLUBS**

1. Mr. A. C. Ranjith - II M.A. English - President
2. Ms. M. Priya - I M.A. English - Vice-President
3. Ms. E. Karthika - III B.A. English - Secretary
4. Ms. S. Sabarna - II B.A. English - Joint-Secretary
5. Mr. P. Selvaraj - II M.A. English - Treasurer
6. Mr. R. Ajith Kumar - II M.A. English - Secretary, Drama Club
7. Mr. K. C. Mei Keerthi - II M.A. English - Secretary, Reading Club

	8. Mrs. R. Chandra - Ph.D.(Full-time)Research Scholar, Secretary, Research Forum 9. Mr. S. Giridharan - III B.A. English - Secretary, Quiz Club 10. Mr. R. Bharath- III B.A. English - Secretary, News Club 11. Ms. A. S. Harinee - III B.A. English - Secretary, Fine Arts Club 12. Ms. K. Monisha - II M.A. English - Secretary, Cultural Club 13. Mr. M. Janakrishnan - III B.A. English - Secretary, Poetry Club File Description ● Paste link for additional information ● Upload any additional information				
5.3.3. QnM	<i>Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)</i> 5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated during the year <table border="1"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>119</td></tr> </table> Data requirement for year: (As per Data Template) ● List of events/competitions File Description ● Report of the event ● Upload any additional information ● Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	Year	2021-2022	Number	119
Year	2021-2022				
Number	119				

Key Indicator- 5.4 Alumni Engagement

Metri c No.	
5.4.1 QIM	<i>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.</i> Describe contribution of alumni association to the institution within a maximum of 200 words The notion of Alumni association of English Department evolved for the academicians and professionals with the aim of building a bridge between college life and career life. The department works together to assist the young students achieve their goal with previous book of placement and higher education records. The idea took a form as alumni association to bring reality. The alumni meet is

	conducted every year. Around 40 alumni got positioned in different jobs in Tamilnadu. Many students got placed in government jobs and many others in reputed companies. The distinguished alumnus Dr. T. Ganghadaran is working as Associate professor and Head in Government Arts College, Salem-7. Dr. P. Raman is working as Assistant Professor in Department of English, Anna University, Madurai. Dr. Prem Kumar working as Assistant Professor, Government Engineering College, Dharmapuri. Mr. A. Muthukumar and Mr. A. Athiappan are working as Assistant Professor in the Department of English, Thiruvalluvar Government Arts College, Rasipuram. Dr. S. K. Kavitha, Mr. D. Vevek, Mr. S. Janarthanan are working as Guest Lecturers in the Department of English, Thiruvalluvar Government Arts College, Rasipuram. Alumina, Dr. Sheila Daniel is working as Principal in Government Arts College, Idappadi. A few students and scholars have successfully passed NET and SET exam.v.Vigneswaran is working as VAO in Coimbatore district. A.Janakiraman is working as Junior Assistant in Panchayat Union Office, Nilgiri district. As a gratitude and appreciation to the welfare of the department 2015-2016 batch M.Phil students has contributed a bureau to the PG and Research Department of English to store the records and files safely. 2017-18 batch UG, PG, M. Phil has contributed 4 collar mic, 1 set of speaker along with an amplifier for conducting the ELA event without any hindrance to the participants during their stage performance. File Description: ● Paste link for additional information ● Upload any additional information
5.4.2 QnM	<i>Alumni contribution during the year (INR in Lakhs)</i> Options: A. ≥ 5Lakhs B. 4 Lakhs - 5Lakhs C. 3 Lakhs - 4Lakhs D. 1 Lakhs - 3Lakhs E. <1Lakhs Data requirement for year (): ● Alumni association / Name of the alumnus ● Quantum of contribution ● Audited Statement of account of the institution reflecting the receipts. File Description ● Upload any additional information (Note: Data template is not applicable to this metric)

Criterion 6- Governance, Leadership and Management

Key Indicator- 6.1 Institutional Vision and Leadership

Metric No.	
6.1.1 QIM	<i>The governance of the institution is reflective of and in tune with the vision and mission of the institution</i> Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the institution within a maximum of 200 words VISION To groom the rural youth as Ambassadors of good will, communal harmony, peace, gender equality and culture. MISSION To hone their inherent goodness through the studies of various literatures. To fine tune their ethical sense and spread the values to their immediate society. To mold the students as team leaders and team members by imparting team spirit. To motivate the learners to update and up skill their knowledge to be relevant to the knowledge era. To educate the young learners who will be guided by empathy, equity and innovation. To foster integrated learning through action and reflection. To inspire and create courageous life changers. File Description ● Paste link for additional information ● Upload any additional information
6.1.2 QIM	<i>The effective leadership is visible in various institutional practices such as decentralization and participative management.</i> Describe a case study showing decentralization and participative management in the institution in practice within a maximum of 200 words File Description ● Paste link for additional information ● Upload any additional information

Key Indicator- 6.2 Strategy Development and Deployment

Metric No.	
6.2.1 QIM	<i>The institutional Strategic/ perspective plan is effectively deployed</i> Describe one activity successfully implemented based on the strategic plan within

	a maximum of 200 words File Description • Strategic Plan and deployment documents on the website • Paste link for additional information • Upload any additional information
6.2.2 QIM	<i>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.</i> Describe the Organogram of the Institution within a maximum 200 words File Description • Paste link for additional information • Link to Organogram of the Institution webpage • Upload any additional information
6.2.3. QnM	Implementation of e-governance in areas of operation 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Data Requirements: (As per Data Template) • Areas of e-governance Administration Finance and Accounts Student Admission and Support Examination • Name of the Vendor with contact details • Year of implementation File Description (Upload) • ERP (Enterprise Resource Planning) Document • Screen shots of user inter faces • Any additional information • Details of implementation of e-governance in areas of operation, Administration etc(Data Template)

Key Indicator- 6.3 Faculty Empowerment Strategies

Metric No.	
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6.3.1 QIM	<i>The institution has effective welfare measures for teaching and non- teaching staff</i> Provide the list of existing welfare measures for teaching and non- teaching staff within a maximum of 200 words File Description ● Paste link for additional information ● Upload any additional information						
6.3.2 QnM	<i>Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year</i> 6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year <table border="1" data-bbox="347 622 657 734"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td></td><td>2</td></tr> <tr> <td>Number</td><td>nil</td></tr> </table> Data requirement for year: (As per Data Template) ● Name of the teacher ● Name of conference/ workshop attended for which financial support provided ● Name of the professional body for which membership fee is provided File Description: ● Upload any additional information ● Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	Year	2021-2022		2	Number	nil
Year	2021-2022						
	2						
Number	nil						
6.3.3 QnM	<i>Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</i> 6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year <table border="1" data-bbox="347 1182 657 1294"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td></td><td>2</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> Data requirement for year: (As per Data Template) ● Title of the professional development Programme organized for teaching staff ● Title of the administrative raining Programme organized for non- teaching staff ● Dates (From-to) File Description (Upload): ● Reports of the Human Resource Development Centres (UGCASC or other relevant centres). ● Reports of Academic Staff College or similar centers ● Upload any additional information ● Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	Year	2021-2022		2	Number	NIL
Year	2021-2022						
	2						
Number	NIL						
6.3.4 QnM	<i>Number of teachers undergoing online/face-to-face Faculty development Programmes (FDL) during the year(Professional Development Programmes, Orientation / Induction Programme Refresher Course, Short Term Course etc.)</i> 6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during theyear <table border="1" data-bbox="316 1854 1596 1933"> <tr> <td>Year</td><td>2021-2022</td></tr> <tr> <td>Number</td><td>9</td></tr> </table>	Year	2021-2022	Number	9		
Year	2021-2022						
Number	9						

	Refresher Course in Softskills and Personality Development (Multidisciplinary)	1	Dr. B. Shyamala Devi	17.07.2021	31.07.2021	14	UGC-HRDC Osmani a University, Hyderabad
	Refresher Course in English	1	Dr. T. Ramakrishnan	18.10.2021	30.10.2021	14	UGC-HRDC, University of Mumbai, Mumbai
	Refresher Course in English	1	Mr.G. Kalaivanan	18.10.2021	30.10.2021	14	UGC-HRDC, University of Mumbai, Mumbai
	Refresher Course in English Language Studies	1	Dr. R. Geetha	02.08.2021	14.08.2021	13	UGC-HRDC, University of Hyderabad, Hyderabad.
	Refresher Course in English Language Studies	2	Dr. P.K. Gomathi	02.08.2022	14.08.2022	13	UGC-HRDC, University of Hyderabad, Hyderabad.
	Refresher Course in English Language Literature	3	Dr.V.Thillaikarasi	01.12.2021	14.12.2021	14	UGC-HRDC, Pondicherry University, Pondicherry.
	Data requirement for the year: (As per Data Template) ● Number of teachers--09 ● Title of the Programme ● Duration (From-to) File Description ● IQAC report summary ● Reports of the Human Resource Development Centres (UGCASC or other relevant centers) ● Upload any additional information ● Details of teachers attending professional development programmes during the year (Data Template)						
6.3.5 QIM	<i>Institutions Performance Appraisal System for teaching and non- teaching staff</i> Describe the functioning status of the Performance Appraisal System for teaching and non-teaching staff within a maximum of 200 words File Description ● Paste link for additional information ● Upload any additional information						

Key Indicator- 6.4 Financial Management and Resource Mobilization

Metri c No.					
6.4.1 QIM	<i>Institution conducts internal and external financial audits regularly</i> Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words File Description ● Paste link for additional information ● Upload any additional information				
6.4.2 QnM	<i>Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)</i> 6.4.2.1: Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs) <table border="1"> <tr> <td>Year</td><td></td></tr> <tr> <td>INR in Lakhs</td><td></td></tr> </table> Data requirement for year (As per Data Template) ● Name of the non-government bodies, individuals, Philanthropers ● Funds / Grants received File Description ● Annual statements of accounts ● Any additional information ● Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	Year		INR in Lakhs	
Year					
INR in Lakhs					
6.4.3 QIM	<i>Institutional strategies for mobilization of funds and the optimal utilization of resources</i> Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words File Description ● Paste link for additional information ● Upload any additional information				

Key Indicator- 6.5 Internal Quality Assurance System

Metri c No.	
6.5.1 QIM	<i>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</i> Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 200 words File Description

	● Paste link for additional information ● Upload any additional information
6.5.2 QIM	<i>The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities</i> (For first cycle - Incremental improvements made for the preceding year with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives) Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each File Description ● Paste link for additional information ● Upload any additional information
6.5.3 QnM	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements 2. <i>Collaborative quality initiatives with other institution(s)</i> 3. Participation in NIRF 4. <i>any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</i> Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Data requirement for year: (As per Data Template Quality initiatives ● AQARs prepared/submitted ● Collaborative quality initiatives with other institution(s) ● Participation in NIRF ● Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) File Description ● Paste web link of Annual reports of Institution ● Upload e-copies of the accreditations and certifications ● Upload any additional information ● Upload details of Quality assurance initiatives of the institution(Data Template)

Criterion 7 – Institutional Values and Best Practices

Key Indicator - 7.1 Institutional Values and Social Responsibilities

Metric No.	Gender Equity
7.1.1 QIM	<i>Measures initiated by the Institution for the promotion of gender equity during the year.</i> Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 200 words <i>Provide Web link to:</i> ● Annual gender sensitization action plan ● Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information
	Environmental Consciousness and Sustainability
7.1.2 QnM	<i>The Institution has facilities for alternate sources of energy and energy conservation measures</i> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment Options: A. 4 or All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Upload: ● Geo tagged Photographs ● Any other relevant information (Note: Data template is not applicable to this metric)
7.1.3 QIM	<i>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)</i> ● Solid waste management ● Liquid waste management ● Biomedical waste management ● E-waste management ● Waste recycling system ● Hazardous chemicals and radioactive waste management Provide web link to ● Relevant documents like agreements/MoUs with Government and other approved agencies ● Geo tagged photographs of the facilities

	Any other relevant information
7.1.4 Q_nM	<i>Water conservation facilities available in the Institution:</i> - 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 Options: - Any 4 or all of the above - Any 3 of the above - Any 2 of the above - Any 1 of the above - None of the above Upload : - Geotagged photographs / videos of the facilities - Any other relevant information (Note: Data template is not applicable to this metric)
7.1.5 Q_nM	<i>Green campus initiatives include</i> 7.1.5.1. The institutional initiatives for greening the campus are as follows: - Restricted entry of automobiles - Use of Bicycles/ Battery powered vehicles - Pedestrian Friendly pathways - Ban on use of Plastic - landscaping with trees and plants Options: - Any 4 or All of the above - Any 3 of the above - Any 2 of the above - Any 1 of the above - None of the above Upload - Geo tagged photos / videos of the facilities - Various policy documents / decisions circulated for implementation - Any other relevant documents (Note: Data template is not applicable to this metric)
7.1.6 Q_nM	<i>Quality audits on environment and energy are regularly undertaken by the institution</i> 7.1.6.1. The institutional environment and energy initiatives are confirmed through the following - Green audit - Energy audit - Environment audit - Clean and green campus recognitions/awards - Beyond the campus environmental promotional activities

	Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Upload: • Reports on environment and energy audits submitted by the auditing agency • Certification by the auditing agency • Certificates of the awards received • Any other relevant information (Note: Data template is not applicable to this metric)
7.1.7 Q_nM	<i>The Institution has Divyangjan-friendly, barrier free environment</i> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan-friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for persons with <i>Divyangjan</i> accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading Options: A. Any 4 or all of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Upload: • Geo tagged photographs / videos of the facilities • Policy documents and information brochures on the support to be provided • Details of the Software procured for providing the assistance • Any other relevant information (Note: Data template is not applicable to this metric)
	Inclusion and Situatedness
7.1.8 QIM	<i>Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</i> <i>Provide Web link to:</i> • Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) • Any other relevant information.
	Human Values and Professional Ethics

7.1.9 QIM	<i>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens</i> Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words. <i>Provide we blink to :</i> • Details of activities that inculcate values; necessary to render students in to responsible citizens • Any other relevant information
7.1.10 Q_nM	<i>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</i> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized Options: A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Upload: • Code of ethics policy document • Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims. • Any other relevant information (Note: Data template is not applicable to this metric)
7.1.11 QIM	<i>Institution celebrates / organizes national and international commemorative days, events and festivals</i> Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the year within 200 words <i>Provide we blink to :</i> • Annual report of the celebrations and commemorative events for the last (During the year) • Geo tagged photographs of some of the events • Any other relevant information

Key Indicator - 7.2 Best Practices

Metric No.	
7.2.1 Q_iM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual. Provide web link to: • Best practices in the Institutional web site • Any other relevant information

Key Indicator - 7.3 Institutional Distinctiveness

Metric No.	
7.3.1 Q_iM	<i>Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words</i> Provide web link to: • Appropriate web in the Institutional website • Any other relevant information