



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Government Thirumagal Mills College, Gudiyattam
• Name of the Head of the institution	Dr. G. Krishnan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04171220162
• Mobile no	9444219650
• Registered e-mail	gtmc.gudiyattam@gmail.com
• Alternate e-mail	iqacgtmc@gmail.com
• Address	Government Thirumagal Mills College
• City/Town	Gudiyattam,Vellore
• State/UT	Tamil Nadu
• Pin Code	632602
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Thiruvalluvar University				
• Name of the IQAC Coordinator	Dr. S.Karunanithi				
• Phone No.	04171220162				
• Alternate phone No.	9994500131				
• Mobile	9994500131				
• IQAC e-mail address	iqacgtmc@gmail.com				
• Alternate Email address	gtmc.iqac.2022@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://gtmc.edu.in/img/AQAR/agar_report_2020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gtmc.edu.in/Calendar/College%20calender%202021-2022.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	80	2005	25/04/2005	25/04/2010
Cycle 2	B+	2.55	2017	12/09/2017	11/09/2022
6.Date of Establishment of IQAC	01/10/2010				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Higher Education Government of Tamil Nadu	RUSA2.0	State Government	2021	82 Lakhs	
8.Whether composition of IQAC as per latest	Yes				

NAAC guidelines	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	5
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>IQAC played a pivotal role in executing the process of availing infrastructure funds worth of two corer rupees from RUSA. • IQAC extended its help to connect Law. enforcement department and the college to conduct a rally to espouse importance of Global warming awareness among public. • IQAC facilitated the department of Tamil to conduct a cultural feast to propagate Tamil arts and culture. • IQAC initiated a massive afforestation programme to green the entire stretch of campus.</p>	
<p>One day seminar on Career advancement planning for students held at 21st April 2022. nearly 750 students participated."</p>	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
To contact RUSA 2.0 scheme for infrastructure development fund.	RUSA sanctioned rupees 32 lakhs for infrastructure development of two class rooms.
Requested state government for funds to raise rooms for the newly approved research programmes.	State government sanctioned Nearly Rs. 300 lakhs for the construction of New laboratories classrooms.
Initiated Afforestation programme inside the campus.	Availed seed ball technology from the department of Agriculture to complete the afforestation programme.
Initiated steps to celebrate Science Day.	Both physics and Chemistry department jointly celebrated the Science Day under the banner "Greet and Meet".

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
College Governing council	28/09/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	08/12/2022

15. Multidisciplinary / interdisciplinary

Our College is Affiliated to Thiruvalluvar University Vellore, we follow the syllabus and curriculum framed by the University, we always give preference for a multidisciplinary approach in academic as well as co-curricular activities. Students are encouraged to undergo minor/major projects in the Multidisciplinary/ Interdisciplinary mode formulating by our Professors. A discussion among the faculty members were initiated on the key principles of NEP such as diversity for all curriculum and pedagogy with technological innovations in teaching and learning, Contentiously

encouraging logical decision making and innovation, critical thinking and creativity of the students. Students are also encouraged to participate in various events like symposium, Seminar, conference workshop etc. arrange by the other department as well as the institutions. We encourage the critical thinking of our students by group discussions, Field study, group project and short seminars etc.,

16.Academic bank of credits (ABC):

As per Thiruvalluvar University Norms We have already implemented for our students to take online courses through National Schemes like SWAYAM, NPTEL etc, and is considering for credits earned against elective courses. Revision of curriculum has been started for year 2021. These revisions are applicable for students admitted in session 2021-22 onwards. Government Thirumagal Mills College follows a choice-based credit system for all of its Programm and is now in the process to pass a resolution related to the ABC in our college Academic Council and represent the same to our University We are in the process of developing a system for executing ABC in true spirit.

17.Skill development:

As an Affiliated College, We follow the curriculum designed by the Thiruvalluvar University Serkadu, Vellore. Our College are presently being given handson exposure to practical subjects through miniprojects, in which students identify their skills to fabricate some mini-projects and learn the concepts through experiential learning. Field Study and Group Project system also introduced to our student to improve their Skills. We Introduce bridge-programs for the Freshers to learning about language skills and soft skills. We also provide Add-on programs like soft-skill development and Software knowledge through CLP program.

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

In our institution we encourages learning of our mother language of Tamil by offering PG, MPhil, PhD, degrees Programmes including webinars and seminars are offered to encourage. We help our student to learn and understand the cultural values permeated by the literary works in Tamil. Further, Indian Ethos and Business Ethics in curriculum of Business Administration, teaches cultural values in Indian tradition so a business students imbibe value orientation while in business. Contentiously encouraging our students to participate on cultural activities in our institution and other institution also. We provide opportunity to improve our

language skills by the preparation of College magazine.

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

As per our University norms Our College has implemented outcome-based education with clearly stated Program Outcomes, Program Specific Outcomes and course outcomes. All courses are designed with outcomes centered on cognitive abilities namely Remembering, Understanding, Applying, Analyzing, Evaluating and Creating. Apart from the domain-specific skills, learning outcomes at all levels ensure social responsiveness and ethics, as well as entrepreneurial skills so that student contribute proactively to economic, environmental and social well-being of the nation. The Course Objectives (COs) are also aligned to the PO-PSO philosophy. All course syllabus have been designed with due consideration to macro-economic and social needs at large so as to apply the spirit of NEP. We have well defined Program Outcomes (PO), Program Educational outcomes (PEO) and Course Outcomes (CO) on our website and prominent places in the departments.

20.Distance education/online education:

Due to Covid -19 pandemic, educational institutions in the country has increasingly involved in using the digital platforms for engaging classes, conducting conferences and meetings. Keeping aside the negative impact of lack of face to face learning, online education has broken the geographical barriers creating interaction of experts and students from distant geographies. Opening up of the economy including that of educational institutions has paved the way of adopting hybrid mode of education called as 'PHYGITAL' combining online and offline resources. This can be considered as the new normal, which is envisaged in New Education Policy as well. Due to the experience gained during the closure period of Covid-19, access to online resources by educators and students will not be a constraint anymore. Faculties are encouraged to offer MOOC courses at Swayam which promotes the blended learning system of learning. Institute has successfully imparted all its courses content delivery in online mode during the Pandemic (COVID-19) and also conducted online examinations successfully by using our own team as per guidance of Tiruvalluvar University.

Extended Profile

1.Programme

1.1	42
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1558
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	940
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	1015
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	132
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	145
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	90 Class Rooms, 18 Laboratories, 2 Seminar Halls
4.2 Total expenditure excluding salary during the year (INR in lakhs)	45
4.3 Total number of computers on campus for academic purposes	93

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

1. Being an affiliated institution, it follows the syllabus prescribed by the university.

2. Academic allocation of syllabus is well planned well before the beginning of the vacation and the allotment of syllabus is allocated for the faculties well in advance.

3. Faculties are advised for the preparation of lesson plan before the beginning of the semester.

4. Cross verification for completion of syllabus is followed and monitored.

5. Assessment tests are carried out to judge the student's understanding of the curriculum and to test their ability of presentation.

6. Assignments are obligatory as it would increase the learning ability of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations. Our follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute level calendar and subsequently every department prepares its calendar. Institute calendar of events includes details like the total number of working days and holidays, CIE dates, dates for the Institute's flagship programs. The department calendar comprises guest lectures, workshops, industrial visits, other cocurricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery research work academic and cocurricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gtmc.edu.in/Calendar.aspx

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of

Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

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

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

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1354

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

DEPT. SKILL BASED ELECTIVE NON- MAJOR ELECTIVE Date of Introduction
 STRENGTH Tamil Elekiyam An Introduction To Museology- I 40 TAMIL
 Tamil Illakanam Numismatics - II Skillsfor Employment -I English For
 Communication -I 40 ENGLISH Skills for Employment -II English For
 Communication -III Indian Literature in English Translation Creative
 Writing Customer Relationship Management Management Concepts 40
 BBA Total Quality Management Training Development Electronic
 Business Creativity and Innovation Management Development of small
 business Elements of accountancy 140 COMMERCE Industrial organization
 General commercial knowledge Merchant banking Investemnt management
 Cultural Heritage Of Tamilnadu 40 HISTORY Human Rights
 Education History Of Intellectuals Of Tamil Nadu Growth Of
 Panchayat Institutions In Tamilnadu Marketting Communication &
 Advertisement -I Fundamentals Of Economics - I 140
 ECONOMICS Marketting Communication & Advertisement -II Fundamentals
 Of Economics - II Human Resource Management -I Human
 Resource Management -II BOTANY Horticulture Medicinal Botany
 96 Mushroom cultivation Horticulture Herbal science
 Micro Technique Electrical Appliances Renewable Energy Sources 48
 PHYSICS Electrical Appliances Basic Physics Astro
 Physics Instrumentation Techniques Data Structure Introduction To
 Information Technology 50 COMPUTER SCIENCE Problem Solving Strategies
 Internet And Its Applications Visual Programming Mobile Computing
 Management Information Systems Introduction To Information Technology
 50 COMPUTER APPLICATIONS Mobile Computing Internet And Its
 Applications Cryptography Water Treatment And Analysis Medicinal
 Chemistry 96 CHEMISTRY Food Chemistry Chemistry In Every Day
 Life Data Analysis Agriculture And Leather Mathematics For
 Competitive Examinations 150 MATHEMATICS Linear
 Programming Quantitative Techniques Fundamentals of Applied
 Mathematics Public Health And Hygiene sericulture 48 ZOOLOGOY
 Apiculture vermiculture Pisciculture Industrial Fishery Management

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

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

11

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

230

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://gtmc.edu.in/img/IOAC/SSSReport2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gtmc.edu.in/img/IOAC/SSSReport2021-22.pdf

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

1560

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

1031

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. Individual counselling.

2. Remedial Coaching

3. Extra notes.

4. Group discussion session.

5. Internal examination process.

6. Encouragement in NSS, Sports and academic activities.

7. Extra library books.

Advance learners:

1. Advance notes

2. Seminar sessions

3. Participative learning sessions i.e. Self Discipline Day & Teachers Day

4. Experimental learning sessions i.e. Industrial Tour

5. Projects

6. Assessments

7. Group discussion sessions

8. Internet facility.

9. Advance questions papers

10. To enhance their confidence level, the college conducts various activities such as Cultural, NSS, and Sports to develop their overall personality.

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/ssrlinks.aspx
Upload any additional information	View File

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

Number of Students	Number of Teachers
3654	133

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

ICT Enabled Teaching:

ICT enabled teaching includes class rooms with LCD, Language Lab, Smart Class rooms, etc. The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students. Experiential learning:

Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, and Zoology uses this method. Students take interest and learn things via experiential learning.

Student Seminars:

The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning

experience.

Summer Internship Program:

The NSS Swachh Bharat Summer Internship is organized for NSS students. Only 150 student can participate in this program, where they learn about the importance of cleanliness. They do their job of 100 hours in the selected villages. No other academic Summer Internship Program is organized by the college except NSS.

Group Learning Method:

Group Learning method is now being adopted through whatsapp group. Student share their notes and study material through this method. Whatsapp group are made by an student or by the contract teacher. They share the information to each other.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gtmc.edu.in/elearning.aspx

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

1. Projectors- There are 10 projectors are available in different departments
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins in the campus.
3. Printers- They are installed at Labs and all prominent places.
4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are four photostat machines available in campus.
5. Scanners- Multifunction printers are available at all prominent places.
6. Seminar Rooms- Two seminar halls are equipped with all digital facilities.

7. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.

8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom

9. MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx etc)

10. Digital Library resources (Digi Lib software used)

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

133

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

133

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

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

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

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

133

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in 4-unit test and 3-CIA examinations, out of seven internal examinations. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar. According to the academic calendar, a teacher has to take unit test, which may be in the form of written test, blackboard presentation, power-point presentation, quiz on subject or by other method, which the subject teacher decides. The mark of mode examination is sent to the university, as it is a secret data. Its marks are not shown to students. The 10% internal mark of each paper in the model examination is sent. Similarly, the black-board presentation or the power point presentation is done by students. A student has to present his answer among other students. This method releases shyness of a student and develops self confidence in him.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.tvu.edu.in/academic/syllabus/

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

The institute has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of CIA and rectification of grievances is time-bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internal and semester-end examinations. At Institute level: At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes

evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another teacher if necessary. Parents are informed about their ward's performance through SMS and Mail. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.tvu.edu.in/academic/syllabus/

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes of the Programs and Courses. The following

mechanism is followed by the institution to communicate the learning outcomes to the

teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting
- The students are also made aware of the same through Tutorial meetings
- Workshops have also been conducted for developing the Programme Educational
- Objectives and Learning outcomes at college level The institution is running Under Graduate (B.A, B.sc, B. Com, BBA, BCA) and Post Graduate (M.A, M.Sc., M. Com) courses for the

students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gtmc.edu.in/ssrLinks/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Response: Our Institute is affiliated to Thiruvalluvar University, Serkadu, Vellore, Tamilnadu. We offered Under Graduate, Post Graduate and Research programs and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the institute followed the curriculum designed by our affiliating university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board. After measuring attainment of POs , PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly. Subsequently, the College took care of the attainment to measure.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gtmc.edu.in/ssrLinks/2.6.1.pdf

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

1005

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gtmc.edu.in/ssrlinks.aspx

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

<https://gtmc.edu.in/img/IQAC/SSSReport2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

28

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

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

3.2 - Innovation Ecosystem

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

The Institution provides a active environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involved in the application of Technology for societal needs. Necessary support is provided for Documentation, Publication of Research Papers and also for obtaining patents. Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field. Product service Training is provided for creating awareness on marketing the products. For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by

these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, chemistry, physics, commerce and economics, where they teach mathematics, mathematical equations and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods. Some Student centric methods are given below:

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gtmc.edu.in/ssrLinks/3.2.2.pdf

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

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

0

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

48

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Covid 19 awareness camp Kallapadi NSS 2021 708 NSS Day & Awareness program for volunteers 24.9.21 Thiruvalluvar University NSS 2021 90 Flag day Drawing Competition College Campus NSS 2021 18 Vigilance

Pledge College Campus NSS 2021 80 Electroral roll service College Campus NSS 2021 18 e-sanjeevani & Kiran Awarness College Campus NSS 2021 120 Illam Thedi kalvi NSS NSS 2021 3 Covid-19 Camp Kallapadi NSS 2021 800 SOS awarness Gudiyattam NSS 2021 200 Medical Awarness Sakthi Hospital NSS 2021 200 Covid-19 awarness for each home Vellore NSS 2021 45 Campus Cleaning College Campus NSS 2021 120 Sampling Gudiyattam NSS 2021 50 Republic day College Campus NSS 2021 120 Nation consumer day compain Gudiyattam NSS 2021 20 Employment and Training awareness College Campus NSS 2021 200 Deworming Day Kallapadi NSS 2021 80 Campus Cleaning College Campus NSS 2021 106 World water day College Campus NSS 2021 85 7 day camp Kallapadi NSS 2021 200 Awarness how to trawel in Bus College Campus NSS 2021 300 Blood Donation camp NSS & RRC NSS 2021 100 International yoga day College Campus NSS & YRC 2021 100

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

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

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

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

28

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

28

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College has one of the largest campus (47.3 acres) out of which only fraction is utilized (5 acres) for infra structure developments. This is a huge asset and leave scope for robust growth of the college. ? The college is located at the convergence of three states namely Tamilnadu, Karnataka and Andhra, hence, education as a tool to promote foster interstate unity among students is a reality. ? Nearly 95% of the students are from socially deprived, represents OBC, SC, ST and minorities. The portal offers a great opportunity for the progress of such students. ? It is a Co-education college where more than 75% students are rural women, hence, a great opportunity is available for the women's progress to promote women's education. ? More than 85% students are from marginalized society with poor income. The institution offers light and scope for such disadvantaged students. ? Due to economic difficulties students earn and learn to support their education, for such students institution opens flexible opportunity to continue their education through shift systems.

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

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor). The college runs its sports competition in its own competition. Cultural, gym facilities are also available in the college. We give its detail below:

(A) SPORTS FACILITIES

College encourages sports activities. A number of players has played district, university, state

and even national level games. It provides indoor games as well as outdoor games.

Some of the outdoor games are:

Kabaddi

Kho-Kho

Handball

Cricket

Badminton

Football

Some of the indoor games available in college are:

Carrom board

Chess

(B) Cultural PROGRAMS

To conduct cultural activities in the college, there is a cultural committee. This committee

organizes many cultural programs including literacy events. Some interesting programs by the committee are debate, rangoli, painting, quiz, model and poster making, essay writing, slogan writing, sangeet and drama preparation etc.

(C) Gymnasium There is a separate room for Gymnasium under the sports section. The Physical Director handles it carefully.

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

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

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

87.5

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Our College library function in the separate block with nearly 46344 text books in various subjects and 4851 reference books. There 50 journals in science and arts field. Total worth of Rs. 68.36 Lakhs. Our library is digitalized with 'Digi Liib' software in the year 2021-2022. The work is under progress. The Library has an advisory committee. The principal being the head of the committee, three other faculties are nominated as members. The committee suggested library hour allotment for students, for better utilisation of the library. The committee also suggested creating a provision for E-learning. Subscription to journals, Periodicals and competitive magazines were the other ideas suggested by the committee. On committee recommendation, a broadband connection was established. ? Total Area of the library - 950 Sq. marts. /10230 Sq. feet ? Total Seating Capacity - to seat 50 people at a time ? Working Hours ? Library works from 9.30 am to 4.00 pm on all working days ? Layout of the library Presently the library has the following sections; Reading Room, Periodical Section and Stack Room. However, a separate area for OPAC, Browsing and IT zone is being planned and the necessary proposal has been sent to Government to implement the same.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gtmc.edu.in/Library.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.65

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

148

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 02- smart

classrooms, 02-smart lab available in the college.

A well equipped computer labs are also functioning in the college. The students of the college are access to the computer lab. There is a plan to establish the Wi-Fi connectivity facility to the library building under RUSA scheme). All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital device.

Most of the official work is being done with the help of ICT. The college regularly maintains

the IT facilities. Following are some basic facilities for updating:

- Computer is formatted in regular basis.
- College itself formats the computer without no fees and by the help of computer operator.
- Anti-virus is regularly installed in computer. All computer has anti-virus
- Wi-Fi connectivity is available as mentioned in Principal chamber, Office-room,

IQAC room.

- CCTV is installed in every veranda.

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

4.3.2 - Number of Computers

98

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

5.5

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Repair and maintenance of the institutional infrastructure is taken care of by Public works department.

Library and sports infrastructures are maintained through internal resources. Purchase and maintenance of computers and peripheral are carried out through Computer Literacy Programme Fund.

Salaries for supporting staffs, sentries, scavengers and lab attenders are generated through old students association (OSA) and parents teachers association (PTA) funds.

Funds of OSA and PTA are regulated through council resolution.

Funds for yearly maintenance of the infrastructure is presented to the state government

through PWD.

CLP fund is operated through independent council resolution.

CLP fund is regulated by the Principal, head of the department of Computer Applications and two senior faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gtmc.edu.in/agar2018-19/4.4.2%20procedures%20and%20polices.html

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

3074

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

3074

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

750

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

750

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

148

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

17

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

5.3 - Student Participation and Activities

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

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

8

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Following student committees/clubs are operational in the college to showcase the student's representation and engagement in various administrative, co-curricular and extracurricular activities: Class Representatives: all classes have two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Director interacts with class representatives' at-least once during the semester. Student Clubs (department level): departments organize the engineering activities through student clubs. Each club is run by students. Clubs have well defined structure & assigned roles. Following clubs are presently operational: Students have strong representations in all cultural and sports committees. They help in organization and management of events. Major events include annual sports competition and Annual cultural event. They are involved in all major decision making aspects related to students. Placement Committees: student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus. Technical Events: student members are part of organizing committees for all the engineering activities at department/institute level. Some of these activities include conferences, coding & project contests, technovation, quiz competitions, student club activities etc.

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

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

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

20

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has a registered alumni association. The Alumni Associations functions through two modes. (i) as an independent organisation, (ii) as an association endorsed by the College. The independent alumni association meet as and when necessary arise. Principal and senior faculties are invited to participate to offer suggestion to improve the welfare of the college. Alumni association endorsed by the college meets once in a year. Principal being the chief coordinator convene the meeting and present the immediate needs of the college, while reeving comments and suggestions from the alumni for the development of the college. Prominent alumni facilitate the prospective students for employment generation. Beside the alumni association of the college. Certain old departments have their own alumni set up to promote their department interest. Alumni have contributed in kind and cash for the development of the department and college. Steps are being implemented to strength the alumni association to play an active role in the development of the college.

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/Alumni.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Student secretary and joint secretary are elected through consensus are empowered to represent their grievances. Fair gender representation is ensured to represent their specific grievances. Administration and academic are two independent wings of the institution, follows a pyramidal structure, in distribution of power. Principal being at the apex, the rest follows the hierarchy. Participatory management is ensured through fool proof system. Staff represents the grievances to principal through HOD's. College governing council, which is the apex body, takes care of the administration. It consists of principal and HODs of all the departments. A strong alumni association is available at the institution, meet twice in an year, to deliberate on the issues of importance and on the future growth of the institutions. The Alumni association is in the name of OSA, contributes in many ways to the academic progress of the institutions. The PTA association, meet twice every year to deliberate on the issues related to the stake holders.

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

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

1. **Management:** The Institution promotes a culture of decentralisation and participative management involving all types of stakeholders in the process of decision making. The management always believes in decentralisation and participative management. The management endeavours best substantial independence to the Institutions in all area of decision making process.

2. **Administration:** Administration is the backbone of the Institution. Institution firmly believes to provide quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The administration ensures the smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.

3. **Faculty Members** Faculties maintains the healthy relationship with students, faculties, and community. The faculties are execute the policies and programs accurately and constructively. The College faculties represent the ethics and attend the professional ethics in the education.

4. **Departments** The Primary role of the department is to provide the academic excellence in all activities. The Departments and Head of the Department are perform their role and responsibilities initiated with the vision and mission of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Being a government institution framing of policies in regard to administration is made by the government and university authorities. Policies are discussed at the college governing council and ways and means are explored for the proper implementation of the policies. Execution of plans is made through framing various committees. The

outcomes are reviewed through feedback mechanism and drawbacks are represented to higher authorities. The college functions under the Headship of the Principal. All the academic and administrative policies are implemented by the Principal in consultation with the college governing council. Decisions are made at the council meeting and are implemented through Heads of the Department. Execution of office administration is carried out through Superintendent and Bursar in consultation with principal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college functions under the Headship of the Principal. All the academic and administrative policies are implemented by the Principal in consultation with the college governing council. Decisions are made at the council meeting and are implemented through Heads of the Department. Execution of office administration is carried out through Superintendent and Bursar in consultation with principal. Head of the departments work under the guidance of The Principal and The Internal Quality Assurance Cell [IQAC]. The Heads of the Department are given specific duties and responsibilities to attend the day to day routine work. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee. Internal Quality Assurance Cell monitors the academic and administrative activities. Mentorship is introduced in all the departments and it is effectively monitored by the Principal. The Management of the Institution prioritizes in ensuring the quality level of faculty members during appointment. 1 . Principal 2. College Council Committee 3. Internal Quality Assurance Cell 4. Departments and Heads of the Departments 5. Examination 6. Research Committee 7. N.C.C/ N.S.S and Sport 8. Discipline Committee 9. Anti-Ragging Committee

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/index.aspx
Link to Organogram of the institution webpage	https://gtmc.edu.in/index.aspx
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:

1. Medical Allowance

2. Maternity benefits as per norms

3. Leave Travel Concession

4. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

5. Opportunities for international exposures per norms

6. Contribution pension Scheme

7. PF and Gratuity and pension

8. Housing and car loan

9. Festival advances

The following facilities are also provided to employees for efficient functioning :

1. Medical leave

2. Yoga classes

3. Wi-Fi facility.

4. Workspace

5. Computing facility

6. Identity cards

7. Sports facilities

8. Library Facility

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

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

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

0

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

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

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

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

49

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There are two types of Performance based evaluation. The first is called "PBAS [performance based appraisal system]" and the second is called "annual secret-report". The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty member fill the prescribed format of PBAS for self-appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed proforma, which includes all the above set related to points and sub-points. The format contains 4 main parts.

Part-A: general instruction,

Part-B: Academic performance,

Part-C: other related information [duly signed by the Principal],
and

Part-D: Comment on the self-assessment by the Heigher-Education Department of Chhattisgarh Government.

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

6.4 - Financial Management and Resource Mobilization

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

Every year, State government audit is available to take care of utilization of the state funds. Officials of Regional Joint Directorate and Directorate of College Education scrutinize the funds received from the state government. Central Funds received through UGC and RUSA are subjected to verification by the officials of Account General Office. Independent Audit verification is also mandatory for the central funds and utilization certificates is submitted to ensure proper utilization of funds. Utilization of OSA and PTA funds are scrutinized internally by a committee of senior faculty members. Utilization certificate received from certified auditors is submitted for funds received from central and state bodies.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

.Fees: Fees charged as per the university and government norms from

students of various granted courses.

2. Salary Grant: The College receives salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the Full Time Permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. Some receive grants from the UGC for the development and maintenance of Infrastructure, upgrade of the Learning Resources and Research (including grants for Minor and Major Research Projects).

4. We received fund from Stakeholders, non-government bodies, individuals and Philanthropists.

5. We received funds from the special annual membership of Library.

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

6.5 - Internal Quality Assurance System

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

The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. The Committee evaluated plan submitted by the departments and committees, twice in an academic session as per the academic plan and reviewed their academic progress. The report of the committee was submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra

cocurricular performances.

Implementation of Green practices in the campus:

• The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, No Vehicle Day, Save Power, Paper Bag Workshop, Awareness Programme on Renewable Energy and e- Waste Management. For the better implementation of green practices,

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/img/IQAC/6.5.1_IQAC.pdf
Upload any additional information	View File

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

The internal quality assurance cell (IQAC) established on date-01-10-2010 in the college. Since then its focus on improvement of quality is being done by various methods. For this 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. Here is some example of it: (1) Academic review in beginning of the session- There are 2 main meeting of academics is organized in a session. First-at the beginning of the session, secondbefore annual examination and third, at last of the session. In this meeting the internal examination committee, HODs of the departments, and college faculty meets. At the beginning of the new session, a new time-table is prepared, the academic calendar of the university and college is discussed, and other committees for the college activities are constituted. Also, a discussion by HOD's on Result analysis is done in front of the Principal. Before annual examination, the instructions to invigilators, superintendent, workers and examination committee members are given by the examination center superintendent.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gtmc.edu.in/studentgrieve.htm
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Profile ? Women Cell is constituted to help maintain a harmonious atmosphere in the institution, to enable women to persue their work with dignity and reassurance ? Empowering and Orienting women to recognize their true potential and to help them achieve their Goal in a competing world. nti - Ragging & Eve teasing prevention Committee Anti-Ragging Cell should be one of the important part of Educational Institution's mechanism. As per the guidelines of UGC under the Act of 1956, which is modified as UGC regulations on curbing the menace of Ragging in higher Educational Institutions, 2009, establishment of Anti-Ragging Cell is very compulsory. Objectives of Anti Ragging Committee Anti-Ragging Committee will be

the supervisory and advisory committee in preserving a Culture of Ragging Free Environment in the college Campus. The main objectives of this cell are as follows: 1. To aware the students of dehumanizing effect of ragging inherent in its perversity. 2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence. 3. To promptly and stringently deal with the incidents of ragging brought to our notice. 4. To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.

File Description	Documents
Annual gender sensitization action plan	Gender Equity (one gender equity promotion programmes organized by the institution during the year)
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	Weman wellfare Cell Actively present in our campus,Counseling given periodically for the students on issue based.

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Tree plantation, prohibition of the use of Plastic and polythene bags, periodical cleaning of the campus are some of the Eco-friendly activities initiated by the college.

- **Energy conservation**

The importance of energy conservation is reiterated to the students. The College ensures electrical appliances are switched off when they are not in use. The terminal users have been instructed to shut down the computers as soon as complete the lab work.

- Use of renewable energy

Renewable energy resources are not available on the campus.

- Rainwater Harvesting

As water is a fast depleting resource in the country, not a drop of rainwater is allowed to drain off. Rainwater harvesting system is fitted in every building by which all the runoff water is collected and made to percolate into the ground.

- Check dam construction

No check dam construction is made in the college.

- Effect for Carbon Neutrality

The campus has an adequate number of trees to maintain the quality of air. Use of air conditioners and refrigerators are minimized in the campus. Use of vehicles is restricted beyond the parking yard. Incineration of garbage dumps is avoided. Tree plantation is carried out on special occasion. These adaptive measures help to maintain carbon neutrality within the college campus.

- Plantation

The College has a green and serene atmosphere. It has a wide variety of trees.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore **B. Any 3 of the above**

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

5.

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

In our college we undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, YRC and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment

,These functions help in developing tolerance harmony towards culture ,region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all U.G students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in our College Compus. All teaching , non teaching staff and students participate for the cause of nation. The inspiring speeches are conducted.

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

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

International Yoga Day: A certain day for yoga was introduced to raise awareness worldwide about the importance and impact of yoga on the health of people. The term 'yoga' is derived from Sanskrit word "Yuja" which means to unite representing the unification of body and consciousness. Celebrates on 21-Jun-2021, There are 85 students participates in that event. It gives awareness about Yoga and its merits to the students and the common people. **NSS:** One of our NCC cadet represented and participated in the republic day parade in Delhi. Besides, winning IV place in the UMT championship. 51 cadets got B certificate and 25 cadets got C certificates during the year 2020-2021. **Swachh Bharat Mission (clean india mission):** The mission was implemented as nation-wide campaign/Janandolan which aimed at eliminating open defecation in rural areas during the period 2014 to 2019 through mass scale behavior change, construction of household-owned and community-owned toilets and establishing mechanisms. There are 250 student voluntaries participates in that event and give awareness to the rural people. A carnival was conducted by the department of Tamil to spread awareness of Tamil arts and culture. Different forms of Tamil performing arts were performed on speech with brought of the hidden talent of the students. **Fit India Movement:** Fit India Movement is a nation-wide campaign that aims at encouraging people to include physical activities and sports in their everyday lives. There are 200 NSS candidates participates [on

03.06.2021] in that Fit India cycle rally. Jal Shakti Abhiyan :

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gtmc.edu.in/img/NAAC/certificates_of_Recognition.pdf
Any other relevant information	https://gtmc.edu.in/gallery.aspx

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. **Annual awareness programmes on Code of Conduct are organized** B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Swachh Bharat Mission(clean india mission): The mission was implemented as nation-wide campaign/Janandolan which aimed at eliminating open defecation in rural areas during the period 2014 to 2019 through mass scale behavior change, construction of household-owned and community-owned toilets and establishing mechanisms. There are 250 student voluntaries participates in that event and give awareness to the rural people.

A carnival was conducted by the department of Tamil to spread

awareness of Tamil arts and culture. Different forms of Tamil performing arts were performed on speech with brought of the hidden talent of the students.

Fit India Movement: Fit India Movement is a nation-wide campaign that aims at encouraging people to include physical activities and sports in their everyday lives. There are 200 NSS candidates participates [on 03.06.2021] in that Fit India cycle rally.

Jal Shakti Abhiyan : Inspired by the vision of Prime Minister Shri Narendra Modi on Jal Sanchay, the Jal Shakti Abhiyan (JSA) is a time-bound, mission-mode water conservation campaign. There are 350 Student voluntaries from rural back round participate in this event, During the campaign, officers, groundwater experts and scientists from the Government of India also Share their thoughts with that students through online mode. **Blood donation camp:** The institution organizes blood donation camp every year regularly. Nearly 100 units of blood were donated by the students. The rural potential for blood donation is very high on that institution harvests the same in favour of public good.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the 1. Extension Activities

2. Soft Skill Training

1. Objective of the practice :

Extension activities are made mandatory for the students to promote Community linkage, Social Responsibility and Interaction with the public.

2. The Context:

In contemporary society, the students are highly ignorant about the problems of the society where they live. Therefore, it is realized that the student must be sensitized about the society and extension activities are made mandatory for them.

3. The Practice:

- NSS, NCC, Youth Red Cross Society, Red Ribbon Club are involved in extension activities. Activities carried by various clubs are as follows,
- Campus Cleaning and Fieldwork.
- Organizing camps like AIDS awareness, Cancer awareness, Dengue fever awareness, De-addiction programmes etc.
- Promoting and enrolling members for Eye donation, wherein students play a role as Eye donor Ambassadors.
- Participation in Marathon, Walkathon and Rallies against Child Labor, Drug Addiction, Junk Food etc.
- Organizing Blood Donation Camps
- Visiting Old Age Homes to extend physical, emotional and monetary assistance.

4. Evidence of success:

- Our institution has got the "Best Donor Award" for donating maximum units of Blood, from District Collector in 2014.
- Students realized the challenges faced by the school drop outs in the society.
- The students develop the quality of integrity through the extension activity.
- Students volunteer themselves to act as scribes for the visually challenged and to assist physically challenged candidates.
- Student participation in various social-cultural activities has greatly increased.

File Description	Documents
Best practices in the Institutional website	https://www.gtmc.edu.in/SSR_uploaded_link.pdf
Any other relevant information	http://www.gtmc.edu.in/agar2018-19/7.2.1%20best%20practices.html 7.3 7.3

7.3 - Institutional Distinctiveness

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

Institution is committed to enhance the educational opportunity provided to the under privileged. It encourages the downtrodden to pursue the course of their like and interest. Its strictly follows the government reservation policy and ensure the rural students get adequate representation. Institutions in consultation with social welfare department ensure scholarships for different categories of students, as it would relieve financial burden and helps to continue the educations. Institutions expanded its academic scope to bring post graduate and research programmes to ensure the rural students have the chance to pursue the research, which otherwise would have been impossible for the downtrodden and marginalized students. As a part of wholesome development, extra-curricular activities, participation in NSS, NCC and various clubs are encouraged. The interest in games and sports of the students are cheered.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

1. Being an affiliated institution, it follows the syllabus prescribed by the university.
2. Academic allocation of syllabus is well planned well before the beginning of the vacation and the allotment of syllabus is allocated for the faculties well in advance.
3. Faculties are advised for the preparation of lesson plan before the beginning of the semester.
4. Cross verification for completion of syllabus is followed and monitored.
5. Assessment tests are carried out to judge the students' understanding of the curriculum and to test their ability of presentation.
6. Assignments are obligatory as it would increase the learning ability of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations. Our institution follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute level calendar and subsequently every department prepares

its calendar. Institute calendar of events includes details like the total number of working days and holidays, CIE dates, dates for the Institute's flagship programs. The department calendar comprises guest lectures, workshops, industrial visits, other cocurricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery research work academic and cocurricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gtmc.edu.in/Calendar.aspx

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

2	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1354	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

DEPT. SKILL BASED ELECTIVE NON- MAJOR ELECTIVE Date
ofIntroduction STRENGTH Tamil Elekiyam An Introduction To
Museology- I 40 TAMIL Tamil Illakanam Numismatics - II Skillsfor
Employment -I English For Communication -I 40 ENGLISH Skills for

Employment -II English For Communication -III Indian Literature in English Translation Creative Writing Customer Relationship Management Management Concepts 40 BBATotal Quality Management Training Development Electronic Business Creativity and Innovation Management Development of small business Elements of accountancy 140 COMMERCE Industrial organization General commercial knowledge Merchant banking Investemnt management Cultural Heritage Of Tamilnadu 40 HISTORY Human Rights Education History Of Intellectuals Of Tamil Nadu Growth Of Panchayat Institutions In Tamilnadu Marketting Communication & Advertisement -I Fundamentals Of Economics - I 140 ECONOMICS Marketting Communication & Advertisement -II Fundamentals Of Economics - II Human Resource Management -I Human Resource Management -II BOTANY Horticulture Medicianl Botany 96 Mushroom cultivation Horticulture Herbal science MicroTtechnique Electrical Appliances Renewable Energy Sources 48 PHYSICS Electrical Appliances Basic Physics Astro Physics Instrumentation Techniques Data Structure Introduction To Information Technology 50 COMPUTER SCIENCE Problem Solving Strategies Internet And Its Applications Visual Programming Mobile Computing Management Information Systems Introduction To Information Technology 50 COMPUTER APPLICATIONS Mobile Computing Internet And Its Applications Cryptography Water Treatment And Analysis Medicinal Chemistry 96 CHEMISTRY Food Chemistry Chemistry In Every Day Life Data Analysis Agriculture And Leather Mathematics For Competitive Examinations 150 MATHEMATICS Linear Programming Quantitative Techniques Fundamentals of Applied Mathematics Public Health And Hygiene sericulture 48 ZOOLOGOY Apiculture vermiculture Pisciculture Industrial Fishery Management

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

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

11

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

230

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://gtmc.edu.in/img/IQAC/SSSReport2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gtmc.edu.in/img/IQAC/SSSReport2021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1560

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1031

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. Individual counselling.

2. Remedial Coaching
3. Extra notes.
4. Group discussion session.
5. Internal examination process.
6. Encouragement in NSS, Sports and academic activities.
7. Extra library books.

Advance learners:

1. Advance notes
2. Seminar sessions
3. Participative learning sessions i.e. Self Discipline Day & Teachers Day
4. Experimental learning sessions i.e. Industrial Tour
5. Projects
6. Assessments
7. Group discussion sessions
8. Internet facility.
9. Advance questions papers
10. To enhance their confidence level, the college conducts various activities such as Cultural, NSS, and Sports to develop their overall personality.

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/ssrlinks.aspx
Upload any additional information	View File

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

Number of Students	Number of Teachers
3654	133

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

ICT Enabled Teaching:

ICT enabled teaching includes class rooms with LCD, Language Lab, Smart Class rooms, etc. The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students. Experiential learning:

Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, and Zoology uses this method. Students take interest and learn things via experiential learning.

Student Seminars:

The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience.

Summer Internship Program:

The NSS Swachh Bharat Summer Internship is organized for NSS students. Only 150 student can participate in this program, where they learn about the importance of cleanliness. They do their job of 100 hours in the selected villages. No other academic Summer Internship Program is organized by the college except NSS.

Group Learning Method:

Group Learning method is now being adopted through whatsapp

group. Student share their notes and study material through this method. Whatsapp group are made by an student or by the contract teacher. They share the information to each other.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gtmc.edu.in/elearning.aspx

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

1. Projectors- There are 10 projectors are available in different departments

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins in the campus.

3. Printers- They are installed at Labs and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are four photostat machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Rooms- Two seminar halls are equipped with all digital facilities.

7. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.

8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom

9. MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx etc)

10. Digital Library resources (Digi Lib software used)

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various

competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

133

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

133

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

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

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

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

133

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in 4-unit test and 3-CIA examinations, out of seven internal examinations. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar. According to the academic calendar, a teacher has to take unit test, which may be in the form of written test, blackboard presentation, power-point presentation, quiz on subject or by other method, which the subject teacher decides. The mark of mode examination is sent to the university, as it is a secret data. Its marks are not shown to students. The 10% internal mark of each paper in the model examination is sent. Similarly, the black-board presentation or the power point presentation is done by students. A student has to present his answer among other students. This method releases shyness of a student and develops the self confidence in him.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.tvu.edu.in/academic/syllabus/

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

The institute has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of CIA and rectification of grievances is timebound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internal and semester-end examinations. At Institute level: At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another teacher if necessary. Parents are informed about their ward's

performance through SMS and Mail. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.tvu.edu.in/academic/syllabus/

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes of the Programs and Courses. The following

mechanism is followed by the institution to communicate the learning outcomes to the

teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting
- The students are also made aware of the same through Tutorial meetings
- Workshops have also been conducted for developing the Programme Educational
- Objectives and Learning outcomes at college level The institution is running Under Graduate (B.A, B.sc, B. Com, BBA, BCA) and Post Graduate (M.A, M.Sc., M. Com) courses for the students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gtmc.edu.in/ssrLinks/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Response: Our Institute is affiliated to Thiruvalluvar University, Serkadu, Vellore, Tamilnadu. We offered Under Graduate, Post Graduate and Research programs and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the institute followed the curriculum designed by our affiliating university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board. After measuring attainment of POs , PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly. Subsequently, the College took care of the attainment to measure.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gtmc.edu.in/ssrLinks/2.6.1.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during

the year

1005

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gtmc.edu.in/ssrlinks.aspx

2.7 - Student Satisfaction Survey

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

<https://gtmc.edu.in/img/IOAC/SSSReport2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

28

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

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

3.2 - Innovation Ecosystem

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

The Institution provides a active environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involved in the application of Technology for societal needs. Necessary support is provided for Documentation, Publication of Research Papers and also for obtaining patents. Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field. Product service Training is provided for creating awareness on marketing the products. For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, chemistry,

physics, commerce and economics, where they teach mathematics, mathematical equations and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods. Some Student centric methods are given below:

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gtmc.edu.in/ssrLinks/3.2.2.pdf

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

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

0

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

48

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Covid 19 awearness camp Kallapadi NSS 2021 708 NSS Day & Awareness program for voluntears 24.9.21 Thiruvalluvar University NSS 2021 90 Flag day Drawing Competition College Campus NSS 2021 18 Vigilance Pledge College Campus NSS 2021 80 Electroral roll service College Campus NSS 2021 18 e-sanjeevani & Kiran Awarness College Campus NSS 2021 120 Illam Thedi kalvi NSS NSS 2021 3 Covid-19 Camp Kallapadi NSS 2021 800 SOS awarness Gudiyattam NSS 2021 200 Medical Awarness Sakthi Hospital NSS 2021 200 Covid-19 awarness for each home Vellore NSS 2021 45 Campus Cleaning College Campus NSS 2021 120 Sampling Gudiyattam NSS 2021 50 Republic day College Campus NSS 2021 120 Nation consumer day compain Gudiyattam NSS 2021 20 Employment and Training awareness

College Campus NSS 2021 200 Deworming Day Kallapadi NSS 2021 80
 Campus Cleaning College Campus NSS 2021 106 World water day
 College Campus NSS 2021 85 7 day camp Kallapadi NSS 2021 200
 Awareness how to travel in Bus College Campus NSS 2021 300 Blood
 Donation camp NSS & RRC NSS 2021 100 International yoga day
 College Campus NSS & YRC 2021 100

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

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

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

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

28

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

28

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The College has one of the largest campus (47.3 acres) out of which only fraction is utilized (5 acres) for infra structure developments. This is a huge asset and leave scope for robust growth of the college. ? The college is located at the convergence of three states namely Tamilnadu, Karnataka and Andhra, hence, education as a tool to promote foster interstate unity among students is a reality. ? Nearly 95% of the students are from socially deprived, represents OBC, SC, ST and minorities. The portal offers a great opportunity for the progress of such students. ? It is a Co-education college where more than 75% students are rural women, hence, a great opportunity is available for the women's progress to promote women's education. ? More than 85% students are from marginalized society with poor income. The institution offers light and scope for such disadvantaged students. ? Due to economic difficulties students earn and learn to support their education, for such students institution opens flexible opportunity to continue their education through shift systems.

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

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor). The college runs its sports competition in its own competition. Cultural, gym facilities are also available in the college. We give its detail below:

(A) SPORTS FACILITIES

College encourages sports activities. A number of players has played district, university, state

and even national level games. It provides indoor games as well as outdoor games.

Some of the outdoor games are:

Kabaddi

Kho-Kho

Handball

Cricket

Badminton

Football

Some of the indoor games available in college are:

Carrom board

Chess

(B) Cultural PROGRAMS

To conduct cultural activities in the college, there is a cultural committee. This committee

organizes many cultural programs including literacy events. Some interesting programs by the committee are debate, rangoli, painting, quiz, model and poster making, essay writing, slogan writing, sangeet and drama preparation etc.

(C) Gymnasium There is a separate room for Gymnasium under the sports section. The Physical Director handles it carefully.

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

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

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

87.5

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Our College library function in the separate block with nearly 46344 text books in various subjects and 4851 reference books. There 50 journals in science and arts field. Total worth of Rs. 68.36 Lakhs. Our library is digitalized with 'Digi Liib' software in the year 2021-2022. The work is under progress. The Library has an advisory committee. The principal being the head of the committee, three other faculties are nominated as members. The committee suggested library hour allotment for students, for better utilisation of the library. The committee also suggested creating a provision for E-learning. Subscription to journals, Periodicals and competitive magazines were the other ideas suggested by the committee. On committee recommendation, a broadband connection was established. ? Total Area of the library - 950 Sq. marts. /10230 Sq. feet ? Total Seating Capacity - to seat 50 people at a time ? Working Hours ? Library works from 9.30 am to 4.00 pm on all working days ? Layout of the library Presently the library has the following sections; Reading Room, Periodical Section and Stack Room. However, a separate area for OPAC, Browsing and IT zone is being planned and the necessary proposal has been sent to Government to implement the same.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://gtmc.edu.in/Library.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-

D. Any 1 of the above

resources	
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.65	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
148	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
There are different digital technological facilities available in the college. There are 02- smart	

classrooms, 02-smart lab available in the college.

A well equipped computer labs are also functioning in the college. The students of the college are access to the computer lab. There is a plan to establish the Wi-Fi connectivity facility to the library building under RUSA scheme). All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital device.

Most of the official work is being done with the help of ICT. The college regularly maintains

the IT facilities. Following are some basic facilities for updating:

- Computer is formatted in regular basis.
- College itself formats the computer without no fees and by the help of computer operator.
- Anti-virus is regularly installed in computer. All computer has anti-virus
- Wi-Fi connectivity is available as mentioned in Principal chamber, Office-room,

IQAC room.

- CCTV is installed in every veranda.

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

4.3.2 - Number of Computers

98

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	D. 10 - 5MBPS
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
5.5	
File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>Repair and maintenance of the institutional infrastructure is taken care of by Public works department.</p> <p>Library and sports infrastructures are maintained through internal resources. Purchase and maintenance of computers and peripheral are carried out through Computer Literacy Programme Fund.</p> <p>Salaries for supporting staffs, sentries, scavengers and lab attenders are generated through old students association (OSA) and parents teachers association (PTA) funds.</p> <p>Funds of OSA and PTA are regulated through council resolution.</p>	

Funds for yearly maintenance of the infrastructure is presented to the state government

through PWD.

CLP fund is operated through independent council resolution.

CLP fund is regulated by the Principal, head of the department of Computer Applications and two senior faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gtmc.edu.in/agar2018-19/4.4.2%20procedures%20and%20polices.html

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

3074

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

3074	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
750	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
750	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
--	-----------------------------------

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

148

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

17

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

5.3 - Student Participation and Activities

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

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

8

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Following student committees/clubs are operational in the college to showcase the student's representation and engagement in various administrative, co-curricular and extracurricular activities: Class Representatives: all classes have two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Director interacts with class representatives' at-least once during the semester. Student Clubs (department level): departments organize the engineering activities through student clubs. Each club is run by students. Clubs have well defined structure & assigned roles. Following clubs are presently operational: Students have strong representations in all cultural and sports committees. They help in organization and management of events. Major events include annual sports competition and Annual cultural event. They are involved in all major decision making aspects related to students. Placement Committees: student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus. Technical Events: student members are part of organizing committees for all the engineering activities at department/institute level. Some of these activities include conferences, coding & project contests, technovation, quiz competitions, student club activities etc.

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

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

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

20

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has a registered alumni association. The Alumni Associations functions through two modes. (i) as an independent organisation, (ii) as an association endorsed by the College. The independent alumni association meet as and when necessary arise. Principal and senior faculties are invited to participate to offer suggestion to improve the welfare of the college. Alumni association endorsed by the college meets once in a year. Principal being the chief coordinator convene the meeting and present the immediate needs of the college, while reeving comments and suggestions from the alumni for the development of the college. Prominent alumni facilitate the prospective students for employment generation. Beside the alumni association of the college. Certain old departments have their own alumni set up to promote their department interest. Alumni have contributed in

kind and cash for the development of the department and college. Steps are being implemented to strength the alumni association to play an active role in the development of the college.

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/Alumni.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Student secretary and joint secretary are elected through consensus are empowered to represent their grievances. Fair gender representation is ensured to represent their specific grievances. Administration and academic are two independent wings of the institution, follows a pyramidal structure, in distribution of power. Principal being at the apex, the rest follows the hierarchy. Participatory management is ensured through fool proof system. Staff represents the grievances to principal through HOD's. College governing council, which is the apex body, takes care of the administration. It consists of principal and HODs of all the departments. A strong alumni association is available at the institution, meet twice in an year, to deliberate on the issues of importance and on the future growth of the institutions. The Alumni association is in the name of OSA, contributes in many ways to the academic progress of the institutions. The PTA association, meet twice every year to deliberate on the issues related to the stake holders.

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

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

1. **Management:** The Institution promotes a culture of decentralisation and participative management involving all types of stakeholders in the process of decision making. The management always believes in decentralisation and participative management. The management endeavours best substantial independence to the Institutions in all area of decision making process.

2. **Administration:** Administration is the backbone of the Institution. Institution firmly believes to provide quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The administration ensures the smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.

3. **Faculty Members** Faculties maintains the healthy relationship with students, faculties, and community. The faculties are execute the policies and programs accurately and constructively. The College faculties represent the ethics and attend the professional ethics in the education.

4. **Departments** The Primary role of the department is to provide the academic excellence in all activities. The Departments and Head of the Department are perform their role and responsibilities initiated with the vision and mission of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Being a government institution framing of policies in regard to administration is made by the government and university authorities. Policies are discussed at the college governing council and ways and means are explored for the proper implementation of the policies. Execution of plans is made through framing various committees. The outcomes are reviewed through feedback mechanism and drawbacks are represented to higher authorities. The college functions under the Headship of the Principal. All the academic and administrative policies are implemented by the Principal in consultation with the college governing council. Decisions are made at the council meeting and are implemented through Heads of the Department. Execution of office administration is carried out through Superintendent and Bursar in consultation with principal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college functions under the Headship of the Principal. All the academic and administrative policies are implemented by the Principal in consultation with the college governing council. Decisions are made at the council meeting and are implemented through Heads of the Department. Execution of office administration is carried out through Superintendent and Bursar in consultation with principal. Head of the departments work under the guidance of The Principal and The Internal Quality Assurance Cell [IQAC]. The Heads of the Department are given specific duties and responsibilities to attend the day to day routine work. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee. Internal Quality Assurance Cell monitors the academic and administrative activities. Mentorship is introduced in all the departments and it is effectively monitored by the Principal.

The Management of the Institution prioritizes in ensuring the quality level of faculty members during appointment. 1 . Principal 2. College Council Committee 3. Internal Quality Assurance Cell 4. Departments and Heads of the Departments 5. Examination 6. Research Committee 7. N.C.C/ N.S.S and Sport 8. Discipline Committee 9. Anti- Ragging Committee

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/index.aspx
Link to Organogram of the institution webpage	https://gtmc.edu.in/index.aspx
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:

1. Medical Allowance
2. Maternity benefits as per norms
3. Leave Travel Concession

4. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

5. Opportunities for international exposures per norms

6. Contribution pension Scheme

7. PF and Gratuity and pension

8. Housing and car loan

9. Festival advances

The following facilities are also provided to employees for efficient functioning :

1. Medical leave

2. Yoga classes

3. Wi-Fi facility.

4. Workspace

5. Computing facility

6. Identity cards

7. Sports facilities

8. Library Facility

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

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

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

0

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

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

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

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

49

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There are two types of Performance based evaluation. The first is called "PBAS [performance based appraisal system]" and the second is called "annual secret-report". The PBAS provides a feedback of the faculty member. It helps them in understanding the changing needs of students. All teaching faculty member fill the prescribed format of PBAS for self-appraisal. This system encourages them to make excellent performance in teaching and learning. The institution has PBAS for assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research and other extracurricular activities. This format [PBAS] is filled by the employee in a given prescribed proforma, which includes all the above set related to points and sub-points. The format contains 4 main parts.

Part-A: general instruction,

Part-B: Academic performance,

Part-C: other related information [duly signed by the Principal], and

Part-D: Comment on the self-assessment by the Higher-Education Department of Chhattisgarh Government.

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

6.4 - Financial Management and Resource Mobilization

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

Every year, State government audit is available to take care of utilization of the state funds. Officials of Regional Joint Directorate and Directorate of College Education scrutinize the funds received from the state government. Central Funds received through UGC and RUSA are subjected to verification by the officials of Account General Office. Independent Audit verification is also mandatory for the central funds and utilization certificates is submitted to ensure proper utilization of funds. Utilization of OSA and PTA funds are scrutinized internally by a committee of senior faculty members. Utilization certificate received from certified auditors is submitted for funds received from central and state bodies.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

.Fees: Fees charged as per the university and government norms from students of various granted courses.

2.Salary Grant: The College receives salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the Full Time Permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. Sowe receive grants from the UGC for the development and maintenance of Infrastructure, upgrade of the Learning Resources and Research (including grants for Minor and Major Research Projects).

4. We received fund from Stakeholders, non-government bodies, individuals and Philanthropists.

5. We received funds from the special annual membership of Library.

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

6.5 - Internal Quality Assurance System

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

The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. The Committee evaluated plan submitted by the departments and committees, twice in an academic session as per the academic plan and reviewed their academic progress. The report of the committee was submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

Implementation of Green practices in the campus:

- The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, No Vehicle Day, Save Power, Paper Bag Workshop, Awareness Programme on Renewable Energy and e- Waste Management. For the better implementation of green practices,

File Description	Documents
Paste link for additional information	https://gtmc.edu.in/img/IOAC/6.5.1_IOAC.pdf
Upload any additional information	View File

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

The internal quality assurance cell (IQAC) established on date-01-10-2010 in the college. Since then its focus on improvement of quality is being done by various methods. For this 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. Here is some example of it: (1) Academic review in beginning of the session- There are 2 main meeting of academics is organized in a session. First-at the beginning of the session, second before annual examination and third, at last of the session. In this meeting the internal examination committee, HODs of the departments, and college faculty meets. At the beginning of the new session, a new time-table is prepared, the academic calendar of the university and college is discussed, and other committees for the college activities are constituted. Also, a discussion by HOD's on Result analysis is done in front of the Principal. Before annual examination, the instructions to invigilators, superintendent, workers and examination committee members are given by the examination center superintendent.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gtmc.edu.in/studentgrieve.htm
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Profile ? Women Cell is constituted to help maintain a harmonious atmosphere in the institution, to enable women to pursue their work with dignity and reassurance ? Empowering and Orienting women to recognize their true potential and to help them achieve their Goal in a competing world. nti - Ragging & Eve teasing prevention Committee Anti-Ragging Cell should be one of the important part of Educational Institution's mechanism. As per the guidelines of UGC under the Act of 1956, which is modified as UGC regulations on curbing the menace of Ragging in higher Educational Institutions, 2009, establishment of Anti-Ragging Cell is very compulsory. Objectives of Anti Ragging Committee Anti-Ragging Committee will be the supervisory and advisory committee in preserving a Culture of Ragging Free Environment in the college Campus. The main objectives of this cell are as follows: 1. To aware the students of dehumanizing effect of ragging inherent in its perversity. 2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence. 3. To promptly and stringently deal with the incidents of ragging brought to our notice. 4. To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.

File Description	Documents
Annual gender sensitization action plan	Gender Equity (one gender equity promotion programmes organized by the institution during the year)
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	Weman welfare Cell Actively present in our campus,Counseling given periodically for the students on issue based.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/

D. Any 1 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Tree plantation, prohibition of the use of Plastic and polythene bags, periodical cleaning of the campus are some of the Eco-friendly activities initiated by the college.

- Energy conservation

The importance of energy conservation is reiterated to the students. The College ensures electrical appliances are switched off when they are not in use. The terminal users have been instructed to shut down the computers as soon as complete the lab work.

- Use of renewable energy

Renewable energy resources are not available on the campus.

- Rainwater Harvesting

As water is a fast depleting resource in the country, not a drop of rainwater is allowed to drain off. Rainwater harvesting system is fitted in every building by which all the runoff water is collected and made to percolate into the ground.

- Check dam construction

No check dam construction is made in the college.

- Effect for Carbon Neutrality

The campus has an adequate number of trees to maintain the quality of air. Use of air conditioners and refrigerators are minimized in the campus. Use of vehicles is restricted beyond the parking yard. Incineration of garbage dumps is avoided. Tree

plantation is carried out on special occasion. These adaptive measures help to maintain carbon neutrality within the college campus.

- Plantation

The College has a green and serene atmosphere. It has a wide variety of trees.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

In our college we undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, YRC and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment ,These functions help in developing tolerance harmony towards culture ,region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all U.G students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in our College Compus. All teaching , non teaching staff and students participate for the cause of nation. The inspiring speeches are conducted.

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

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

International Yoga Day: A certain day for yoga was introduced to

raise awareness worldwide about the importance and impact of yoga on the health of people. The term 'yoga' is derived from Sanskrit word "Yuja" which means to unite representing the unification of body and consciousness. Celebrates on 21-Jun-2021, There are 85 students participate in that event. It gives awareness about Yoga and its merits to the students and the common people. NSS: One of our NCC cadet represented and participated in the republic day parade in Delhi. Besides, winning IV place in the UMT championship. 51 cadets got B certificate and 25 cadets got C certificates during the year 2020-2021. Swachh Bharat Mission (clean India mission): The mission was implemented as nation-wide campaign/Janandolan which aimed at eliminating open defecation in rural areas during the period 2014 to 2019 through mass scale behavior change, construction of household-owned and community-owned toilets and establishing mechanisms. There are 250 student volunteers participate in that event and give awareness to the rural people. A carnival was conducted by the department of Tamil to spread awareness of Tamil arts and culture. Different forms of Tamil performing arts were performed on speech with brought of the hidden talent of the students. Fit India Movement: Fit India Movement is a nation-wide campaign that aims at encouraging people to include physical activities and sports in their everyday lives. There are 200 NSS candidates participate [on 03.06.2021] in that Fit India cycle rally. Jal Shakti Abhiyan :

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gtmc.edu.in/img/NAAC/certificates_of_Recognition.pdf
Any other relevant information	https://gtmc.edu.in/gallery.aspx

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are

B. Any 3 of the above

organized	
File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Swachh Bharat Mission(clean india mission): The mission was implemented as nation-wide campaign/Janandolan which aimed at eliminating open defecation in rural areas during the period 2014 to 2019 through mass scale behavior change, construction of household-owned and community-owned toilets and establishing mechanisms. There are 250 student voluntaries participates in that event and give awareness to the rural people.

A carnival was conducted by the department of Tamil to spread awareness of Tamil arts and culture. Different forms of Tamil performing arts were performed on speech with brought of the hidden talent of the students.

Fit India Movement: Fit India Movement is a nation-wide campaign that aims at encouraging people to include physical activities and sports in their everyday lives. There are 200 NSS candidates participates [on 03.06.2021] in that Fit India cycle rally.

Jal Shakti Abhiyan : Inspired by the vision of Prime Minister Shri Narendra Modi on Jal Sanchay, the Jal Shakti Abhiyan (JSA) is a time-bound, mission-mode water conservation campaign. There are 350 Student voluntaries from rural back round participate in this event, During the campaign, officers, groundwater experts and scientists from the Government of India also Share their thoughts with that students through online mode. Blood donation camp: The institution organizes blood donation camp every year regularly. Nearly 100 units of blood were donated by the students. The rural potential for blood donation is very high on

that institution harvests the same in favour of public good.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the 1. Extension Activities

2. Soft Skill Training

1. Objective of the practice :

Extension activities are made mandatory for the students to promote Community linkage, Social Responsibility and Interaction with the public.

2. The Context:

In contemporary society, the students are highly ignorant about the problems of the society where they live. Therefore, it is realized that the student must be sensitized about the society and extension activities are made mandatory for them.

3. The Practice:

- NSS, NCC, Youth Red Cross Society, Red Ribbon Club are involved in extension activities. Activities carried by various clubs are as follows,
- Campus Cleaning and Fieldwork.
- Organizing camps like AIDS awareness, Cancer awareness, Dengue fever awareness, De-addiction programmes etc.
- Promoting and enrolling members for Eye donation, wherein students play a role as Eye donor Ambassadors.
- Participation in Marathon, Walkathon and Rallies against Child Labor, Drug Addiction, Junk Food etc.

- Organizing Blood Donation Camps
- Visiting Old Age Homes to extend physical, emotional and monetary assistance.

4. Evidence of success:

- Our institution has got the "Best Donor Award" for donating maximum units of Blood, from District Collector in 2014.
- Students realized the challenges faced by the school drop outs in the society.
- The students develop the quality of integrity through the extension activity.
- Students volunteer themselves to act as scribes for the visually challenged and to assist physically challenged candidates.
- Student participation in various social-cultural activities has greatly increased.

File Description	Documents
Best practices in the Institutional website	https://www.gtmc.edu.in/SSR_uploaded_link.pdf
Any other relevant information	http://www.gtmc.edu.in/agar2018-19/7.2.1%20best%20practices.html 7.3 7.3

7.3 - Institutional Distinctiveness

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

Institution is committed to enhance the educational opportunity provided to the under privileged. It encourages the downtrodden to pursue the course of their like and interest. Its strictly follows the government reservation policy and ensure the rural students get adequate representation. Institutions in consultation with social welfare department ensure scholarships for different categories of students, as it would relieve financial burden and helps to continue the educations. Institutions expanded its academic scope to bring post graduate and research programmes to ensure the rural students have the chance to pursue the research, which otherwise would have been impossible for the downtrodden and marginalized students. As a part of wholesome development, extra-curricular activities, participation in NSS, NCC and various clubs are encouraged. The

interest in games and sports of the students are cheered.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To conduct self-improvement programme such as yoga, breathing exercise. 2. To conduct health awareness programmes on cancer and diabetics. 3. To encourage NCC to be more prominent productive and powerful. 4. To green the entire campus with wild varieties of vegetation. 5. To celebrate literary day. 6. To conduct special programmes to gender equality. 7. To encourage and expand blood donation camp. 8. To encourage in the participation of sports and games to harvest the rural potential.

9. To cheer and support the interest of the students to join in uniformed forces.

The Institution is committed and devoted to imparting quality higher education for young students. The effective curriculum delivery is ensured through the implementation of Choice Based Credit System, assignments, industrial visits and internships along with regular curriculum. The teaching, learning and evaluation process is effectively executed through ICT, e-resources, mentoring, creative teaching methodologies and continuous enhancement of the knowledge, skills and qualification of faculty. The Institution aims at promoting a research culture for better innovation. The extension activities are in tune with the vision and mission of the college and core objectives of NAAC. Our college has well developed infrastructure and learning resources through partially automated library.