YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	C. ABDUL HAKEEM COLLEGE
• Name of the Head of the institution	Dr. S ABDUL SAJID
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04172-266487
• Alternate phone No.	04172-266987
• Mobile No. (Principal)	9442416730
• Registered e-mail ID (Principal)	principal@cahc.edu.in
• Address	Hakeem Nagar, Melvisharam
• City/Town	Melvisharam
• State/UT	Tamil Nadu
• Pin Code	632509
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	19/06/2014
• Type of Institution	Men
• Location	Rural

• Financial Status	**Grants-in aid**
• Name of the IQAC Co-ordinator/Director	**Dr. A.K. IBRAHIM SHERIFF**
• Phone No.	**04172266487**
• Mobile No:	**9360372799**
• IQAC e-mail ID	**ibrahim.che@cahc.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://cahc.edu.in/wp-content/uploads/2021/06/aqar_report-2019-2020.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://cahc.edu.in/wp-content/uploads/2022/01/2020-2021-Calender.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.14**	**2012**	**10/03/2012**	**09/03/2017**
Cycle 3	**B++**	**2.88**	**2019**	**28/03/2019**	**27/03/2024**

6.Date of Establishment of IQAC	**05/01/2006**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Dr. A.S. Sahul Hameed-PI, Dr. S. Abdul Majeed – Co-PI, Dr. G. Taju Co-PI	Cell and Developmental Biology of Marine Organisms under the Marine Bioresource and Biotechnology Network Programme	DBT (Major)	02/09/2021	326.1944
Dr. S. Abdul Sajid, Dr. S. Mohamed Yasir, Mr. B Mohammed Gouse, Mr. R. Mohamed Hasan, Dr. A. Mubarak Ali, Mr. Mohammed Salih Mukthar, Dr. I. Mohamed Ikram, Dr. S. Mohamed Safilluah	Coaching for Muslim students for Civil Service/ other Govt. Service examinations	Central Waqf Council	06/09/2021	45
Dr. A.Sait Sahul Hameed, Dr. K. Anver Basha, Dr. S. Abdul Majeed, Dr. Mohammed Safiullah	FIST Programme	DST (FIST)	07/01/2020	29
Dr. A.S. Sahul Hameed-	Development of vaccines	DBT (Major)	Nil	63.5123

PI, Dr. S. Abdul Majeed – Co-PI, Dr. G. Taju Co-PI	against Tilapia lake virus (TiLV) and Cyprinid herpesvirus-2 of fish in Indian aquaculture system			
Dr. A.S. Sahul Hameed-PI, Dr. S. Abdul Majeed, Dr. K. Anver Basha, Mr. Faizur Rahman	FIST Programme	DST (FIST)	06/01/2021	29
Dr. A.Sait Sahul Hameed (PI)	Cell and Developmental Biology of Marine Organisms under the Marine Bioresource and Biotechnology Network Programme	DBT	28/10/2021	28.7192
Dr. A.Sait Sahul Hameed (PI)	Cell and Developmental Biology of Marine Organisms under the Marine Bioresource and Biotechnology Network Programme	DBT	28/10/2021	239
Dr. A.Sait	FIST	DST (FIST)	Nil	29

Sahul Hameed, Dr. K. Anver Basha, Dr. S. Abdul Majeed, Dr. Mohammed Safiullah	Programme			
Dr. A.Sait Sahul Hameed (PI)	Production, nano-delivery and validation of viral vaccine against nodavirus of fish	DBT	26/10/2021	12.87679
Dr. A.Sait Sahul Hameed (PI)	National Surveillance Programme for Aquatic Animal Diseases	ICAR-NFDB	11/10/2021	6.46573
Dr. S. Abdul Sajid, Dr. S. Mohamed Yasir, Mr. B Mohammed Gouse, Mr. R. Mohamed Hasan, Dr. A. Mubarak Ali, Mr. Mohammed Salih Mukthar, Dr. I. Mohamed Ikram, Dr. S. Mohamed Safiullah	Coaching for Muslim students for Civil Service/ other Govt. Service examinations	Central Waqf Council	07/09/2021	22.5
Dr. A.Sait Sahul Hameed (PI)	Development of vaccines against	DBT	01/07/2021	17.7016

	Tilapia lake virus (TiLV) and Cyprinid herpesvirus-2 of fish in Indian aquaculture system			
Dr. A.S. Sahul Hameed-PI, Dr. S. Abdul Majeed – Co-PI, Dr. G. Taju Co-PI	Development of vaccines against Tilapia lake virus (TiLV) and Cyprinid herpesvirus-2 of fish in Indian aquaculture system	DBT	01/07/2021	9.89
Dr. A.Sait Sahul Hameed (PI)	National Surveillance Programme for Aquatic Animal Diseases	ICAR-NFDB	31/05/2021	12.298
Dr. A.Sait Sahul Hameed (PI)	National Surveillance Programme for Aquatic Animal Diseases	ICAR-NFDB	23/06/2021	0.94731
Dr. A.Sait Sahul Hameed-PI, Dr. A. Nazeer Basha-Co-PI, Dr. S. Abdul Majeed-Co-PI	National Repository of Fish Cell lines in NBFGR (Phase – II) and access centre in C. Abdul Hakeem College and research on application	DBT	17/06/2020	30.55233

	of cell lines in virology, toxicology and gene expression studies			
Dr. A.Sait Sahul Hameed (PI)	Attempt to develop diagnostics and preventive measure for suspected fish viral diseses encountered in Assam	DBT	01/06/2020	14.65142

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File	

9.No. of IQAC meetings held during the year	21
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

Strengthening of OBE

Question Paper Design based on OBE
Fortifying – Placement and Training Cell
Enhancing institutionalized collaboration with Industries
Awareness on Competitive Exams to students

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To consolidate the data for AQAR report for the year 2020 – 2021	Data collection and consolidation of 2020-2021 academic year for AQAR preparation
To plan and consolidate the data for SSR Reassessment	The criterion-wise committees were framed according to NAAC Criteria and consolidated the data from the year 2016 to 2021 according to the IIQA & SSR format.
To conduct Professional Development Programme for faculty	FDP on IT integration for Quality Improvements in Online Examination System
To conduct Professional Development Programme for faculty	Workshop on NAAC SSR / AQAR Preparation
To conduct Professional Development Programme for faculty	A Seminar on NEP-2020
To conduct Professional Development Programme for faculty	Orientation Programme on Quality of Higher Education
To conduct Professional Development Programme for faculty	Orientation Programme on Career Advancement Scheme(CAS) for College Teachers
To conduct Professional Development Programme for faculty	One Week FDP Outcome Based Education – Curriculum Design & Development
To conduct Professional	FDP on Technology Development in

Development Programme for faculty	Efficient Teaching Methods
To conduct Professional Development Programme for faculty	One-day workshop titled "Development of OBE Curriculum Structure – Teachers Role"
To conduct Professional Development Programme for faculty	Demystifying Outcome Based Education
To conduct Professional Development Programme for faculty	Question Paper Design – Based on Blooms Taxonomy
To conduct Professional Development Programme for faculty	Special Lecture for Staffs on "Research Grant"
To conduct Professional Development Programme for faculty	Implementation of Outcome Based Education
To conduct Professional Development Programme for faculty and non teaching staff	A Special Lecture on Professional Ethics
To conduct Professional Development Programme for faculty	A Special Lecture on "How to Write Research Article"
To conduct Professional Development Programme for non teaching staff	One Week Training Programme on Tally for Non-Teaching Staff
To conduct Professional Development Programme for non teaching staff	Documentation and Administrative Reforms
To conduct Professional Development Programme for non teaching staff	A Special Lecture on Professional Ethics
To conduct Professional Development Programme for non teaching staff	One Day Computer Orientation Workshop Programme for Non-Teaching Staffs
13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Internal Quality Assurance Cell	09/08/2021

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
31/01/2020	15/02/2020

Extended Profile

1.Programme

1.1   32

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1   2953

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2   993

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3   **2758**

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

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1   **657**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2   **112**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1

32

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1

2953

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

993

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

2758

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

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1

657

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	112

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	112

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	520
4.2 Total number of Classrooms and Seminar halls	46
4.3 Total number of computers on campus for academic purposes	231
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	113.38

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

The College offers 32 Programmes at UG, PG, M.Phil and Ph.D. level. The Curriculum is designed to offer a holistic and comprehensive education to students, based on the guidelines proposed by the UGC, The Tamil Nadu State Council for Higher Education and Thiruvalluvar University. The College follows Choice Based Credit System (CBCS) and Elective System to meet the Local, Regional, National and Global needs, which inculcate social

orientation, foster competency and employability focus in line with the Institutional Vision. The Curriculum is updated regularly and strengthened by absorbing the gist of valuable views put forth by Experts, Alumni, Teachers, Parents, Students and Representatives from the Industry. The Planning and Evaluation committee designs the Curriculum structure, the board of studies designs the curriculum, which will be approved in the Academic Council. The Outcome-Based Education (OBE) was adopted from 2018, in which Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) were designed based on Bloom's Taxonomy to strengthen the required skills of the Learners. The College follows a Curriculum that includes Core, Elective, Allied, Skill-Based, Non-major and Ability Enhancement courses namely Environmental Studies, Value Education, Human Rights, Research Methodology, etc., in various Programmes. Recently, the Curriculum was further strengthened by adding Internship, Professional English, Communicative English and Self-Study Online Courses (MOOCs, SWAYAM, NPTEL).

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://cahc.edu.in/wp-content/uploads/2021/09/CAH-ALL-REGU-2018-19-B-W-cahc.edu_.in-corrected.pdf

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

11

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

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

540

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

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

81

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

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

32

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

1.3 - Curriculum Enrichment

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

Though the college is a Men's Institution of Higher Learning, its

concern for both the Genders is an outstanding phenomenon that equates both boys and girls on the same footing. Women are encouraged to pursue research programme in the college, the college spearheads women's rights, privileges and freedom by hosting Seminars, Inter-Class Competitions and academic get-togethers to propagate and popularize Gender Equity to sustain the Saying, `All are equal in the eyes of God'. The college appoints women as External Examiners for conducting theory and practical examinations. And also stages seminars by inviting Women scholars as resource persons as a tribute to Women. Essay-Writing Competitions are organized on themes such as `Women, Not Slaves', `Women Harassment – a Social Evil', `Empowerment of Women', `Girl Child is also an angel', `Dragon of Dowry' and so on.

Environment and Sustainability

The College offers a compulsory course on Environmental Studies for all the First Year UG Students to highlight the negative impacts of anthropogenic activities on environments such as Climate Change, Deforestation, Global Warming, Rapid Industrialization, Pollution, etc.

Human Values and Professional Ethics

The College offer mandatory courses, "Value Education" and "Human Rights" as an Integral part of the Curriculum for UG and PG Students respectively, to instill in the Learners a sense of values, a solid awareness of Human Rights, an effective citizenship and a verbal scroll of Professional Ethics. In addition, "Business Ethics" in M.Com. and "Research and Publication Ethics" in all the Research Programmes were introduced.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

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

22

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

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

990

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

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

872

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

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://cloud.cahc.edu.in/index.php/s/QmL8 26nzH2roxnJ
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following   A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://cloud.cahc.edu.in/index.php/s/QmL8 26nzH2roxnJ
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1026

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

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

716

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

2.2 - Catering to Student Diversity

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

- The student's total marks in the +2 level, performance in the continuous internal assessment (CIA) is taken as a yardstick to measure the degree of his learning or ability to grasp the lessons.

- The class mentor, in consultation with the Head of the department, identifies the level of understanding of students from their performance in CIA tests and segregates the slow learners from the advanced learners.

- The slow learners are directed to their respective mentors and proper mentoring is given to them for gaining momentum.

- The slow learners are also given ardent attention by engaging remedial classes to repeat or revise the portions.

- The slow learners are instructed to submit assignments, whereas advanced learners are encouraged to take up seminars and lead the group discussion forum.

- The advanced learners are motivated by the teachers concerned by providing them reference materials and journals to quench their zeal of learning and exposing them to additional lectures on the important topic through NPTEL, SWAYAM, Coursera, TCS iON, etc.

- Advanced learners are motivated to take part in seminars, conferences, workshops, etc. and guided properly to fare better in the campus interviews competitive exams, like NET, SLET, GATE, TNPSC, etc.

File Description	Documents
Upload any additional information	*View File*
Paste link for additional information	https://www.coursera.org/programs/c-abdul-hakeem-college-hrh5z

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	2953	112

File Description	Documents
Upload any additional information	*View File*

2.3 - Teaching- Learning Process

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

- The college has made provisions in curriculum structure of all the programmes to adopt student centric methods in the teaching learning mechanism.

- The implementation of Outcome based education (OBE) is providing avenues to follow student centric methods to attain Programme Outcomes (POs), Programme Specific Outcome (PSO) and Course Outcomes (COs).

- To attain PO relating to Problem solving, problem solving methodologies like solving mathematical problems, thermodynamic problems, accounting, etc. are practiced in academic routine.

- The college also deputes a handsome number of teachers every year to attend the refresher/orientation courses in ARPIT of SWAYAM, UGC-HRDCs, etc., to learn more about student centric methods and that lead to make classroom teaching and learning more effective.

- The IQAC of our college also organizes faculty development

programmes to harness the current trends in classroom teaching and learning, that is flipped classroom, for the benefit of students and teachers.

- Some of the student centric methods used for enhancing learning experiences are:

  - Experiential learning:

    - Industrial visits,

    - Demonstration,

    - Poster presentation,

    - Virtual Reality (VR Lab) labs,

    - Educational tours, etc.

  - Participative Learning:

    - Role Play,

    - Group Discussion, etc.

  - Problem solving skills:

    - Case studies,

    - Brainstorming, etc.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://cahc.edu.in/e-content/

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

- College teachers use ICT to enhance and/or support their

teaching-learning process. Also, the college encourages teachers to adopt the blended learning method.

- Teachers are motivated to incorporate the much acclaimed open source Learning Management System (LMS) namely Modular Object Oriented Dynamic Learning Environment (MOODLE), Google Classroom, etc., as an e-Learning tool for the dissemination of teaching and learning effectively.

- The college teachers now share lectures, notes, videos, assignments and collect work through LMS.

- The college Library is equipped with ICT facility that makes it a haven of e-resources of NPTEL/SWAYAM, e-PG pathshala, ebook, ejournals, etc. for Students and Faculty.

- The IQAC of the college had taken initiative to help students to acquire education without break of study during COVID-19 Lockdown through Coursera Digital Platform https://www.coursera.org/programs/c-abdul-hakeem-college-hrh5z.

- The college conducts Continuous Internal Assessment through digital platform, to examine students' learning levels and to help teachers to analyze the learning standards of students.

- From pandemic situation, the teachers enabled mobile Apps that were used for various activities

  ○ Classroom Management by LMS like Google classroom.

  ○ Communication by using Email, WhatsApp, Telegram, etc.

  ○ Planned Discussion Forum through Google Meet, Zoom, etc.

  ○ Formative Assessment using Google forms and Exam.Net.

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

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

2.3.3.1 - Number of mentors

134

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

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

The College Calendar is the Academic Almanac that provides ample information about everything that a student wishes to know about the Academics, Working days, Continuous Internal Assessment Tests (CIA), End Semester Exams, Holidays and so on.

- As regards to Academics, Students can find in the Calendar information about various Programmes offered and other value-added Courses helps students to be aware of additional qualifications they can be sure of.

- The schedule of CIA and Semester examination is clearly stated, which is transparent to teachers and students. And this guides the teachers and students to take utmost care in planning and preparation of teaching-learning process respectively.

- Before the semester, discussions are made about the allocation of syllabus according to the workload in the department meetings.

- As per the hours and syllabus portions allotted, teaching

plans are prepared by the individual teaching faculty before the beginning of each semester and the same is recorded in the work diary.

- The adherence of teaching plans is regularly monitored in each term (30 Working Days) by the Head of the Department and Principal.

- At the end of the semester, the work diary is verified and certified by the Head of the Department and Principal.

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

2.4 - Teacher Profile and Quality

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

112

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

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

62

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

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

1414.75

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

2.5 - Evaluation Process and Reforms

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

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

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

2

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

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

- **Examination reforms have been consistently recommended by the academic bodies like Academic Council, Board of Studies and Examination Committee.**

- Question Papers for the End Semester Examination are set by External Paper-Setters.

- The database of question paper setters is available to assure their easy identification and access.

- Papers are exposed to single valuation and the Results are published on the short duration from the date of completion of Central Valuation.

- Students have the option to apply for Photocopy of the answer-scripts and Revaluation.

- Results are published on the college website by the Controllers' Office on obtaining permission from the Passing Boards of all Subjects.

- The office of the Controller of Examinations is equipped with an automation system developed by IGraphix and updated regularly to ensure error free work.

- One of the important components of Examination system is Continuous Internal Assessment (CIA).

- Implementation of Outcome Based Education leads to incorporation of POs, PSOs and COs with appropriate assessment tools, which is reflected in the CIA and ESE question papers.

- Based on the result analysis of students' performance in the ESE, continuous improvement in the curriculum design, teaching and assessment methods are carried out to close the loop.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/examination/

2.6 - Student Performance and Learning Outcomes

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

The College adopts Outcome Based Education (OBE) from 2018-2019 regulation as per the direction of UGC. Curriculum restructuring based on the OBE was initiated by the planning and evaluation committee and IQAC. The committee formed a group to draft Programme Outcomes (POs) for arts and science disciplines aligned with College Vision and Graduate attributes (GAs). Graduate Attributes are a set of generic Knowledge, Skills and Attitudes considered essential for all graduates of the 21st century. The POs were finalized and communicated to all the teachers by conducting orientation programmes, workshops, FDPs, etc. by the IQAC. The members of the Board of Studies discussed and finalized the Programme Specific Outcomes (PSOs) of their discipline and Course Outcomes (COs) of all the courses with respect to POs. The POs, PSOs and COs are clearly stated in the curriculum structure and displayed in the college website for reference.

The OBE process comprises of

1. Writing Outcomes (what the students should be able to do),

2. Instruction (how the teacher proposes to facilitate the students to acquire the outcome).

3. Design Assessment (how to measure the outcome).

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://cahc.edu.in/syllabus/

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

- The college ensures that the students have attained the goal

by the end of learning experience at course level.

- Assessment tools used for attainment of course and Programme outcomes are Direct Method and Indirect Method.

- Direct method assessment tools are

  - Continues Internal Assessment Tests,

  - Assignments,

  - Seminar and

  - End Semester Examinations.

- The Indirect method assessment tool are

  - Evaluation of Teaching Plans – Based on the attained COs level, the course instructor to prepare the teaching plans from time to time during the course of teaching.

  - Feedback Analysis – Based on the feedback from stakeholders, curriculum development and delivery will be modified.

  - Exit survey, which will be taken after the completion of the programme,

- As of now, the course outcomes are evaluated by means of the Progress of students in Continues Internal Assessment Tests, Assignments/seminar and the End Semester Examinations using Direct Method.

- For practical, project and internship courses the evaluation is done on the basis of regular performance in these courses. The End Semester Examination for these courses can be based on the rubrics.

- The institution continuously monitors, and evaluates on the quality of course offered, teaching learning process and to measure the attainment.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/examination/

2.6.3 - Pass Percentage of students

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

907

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://cloud.cahc.edu.in/index.php/s/T3pRfZA6Jdo3WwD

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://cahc.edu.in/wp-content/uploads/2022/01/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The chief goal of the Institution is to harness students' identification with the college and its ambitions and aspirations to transform the outcome of learning into beneficial fruits for societal progress. And therefore, the college always aims at catering to the social, educational and scientific needs of the human society by extending its expertise and age-old experience.

The Research Hub on the campus has established sound National and

International links for accomplishing research in different disciplines to extend its services to whoever or whatever needful be. The college should benefit from such service by netting reasonable income, by expanding its frontiers of popularity and by enlarging its branded image being the biggest Research Centre in the whole of Thiruvalluvar University.

The Research Policy framed by the Institution should not be trespassed or violated under any circumstance or misused for any research assignment undertaken by unauthorized Agencies. Care must be taken to see that no such Consultancy Service should be against the held Policies of the college that govern its norms of employment; its code of conduct for the Staff and Students; its Vision and Mission and its Goals.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://cahc.edu.in/research/
Any additional information	View File

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

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

6.5

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

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

2

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

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

917.29

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

13

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/research/list-of-projects/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

36

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

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

8

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://dbtindia.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

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

An Innovative Ecosystem

The Aquatic Animal Health Laboratory (AAHL) has been involved in research on disease of economically important aquatic animals. It maintains strong working relationships with National and

International research organizations, aquaculture industries, farmers and hatchery operators. The AAHL is recognised as National Repository for Fish Cell Lines and Viral Pathogen funded by Department of Biotechnology (DBT), Government of India. The AAHL is the only OiE reference laboratory in India.

Technologies Created and Transferred for Entrepreneurship

The AAHL and Agharkar Research Institute have developed a Lateral flow immunoassay for detection of WSSV in infected shrimp. It is also useful to monitor the shrimp in ponds after stocking regularly to avoid WSSV infection. This Technology has been transferred to Pathgene Healthcare PVT. Ltd., Tirupati, A.P. for commercialization.

Incubation Centre

Fish Cell Line

The AAHL provides space, cell lines of different fish species and training to handle the fish cell lines for various applications like developing diagnostics and vaccines for fish viral diseases, toxicological studies and drug screening. AAHL is one of the largest fish cell line and viral pathogens repository in the India, which maintenance of them and train researchers all over the nation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aahl.res.in/

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

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

3.4 - Research Publications and Awards

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

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

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

3.4.2.1 - Number of PhD students registered during the year

26

File Description	Documents
URL to the research page on HEI website	https://cahc.edu.in/research/research-guides/#
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

69

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

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

67

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cloud.cahc.edu.in/index.php/s/4GZ9 jsBZ3zZRSeC

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

3.4.5.1 - Total number of Citations in Scopus during the year

1935

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	View File

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

3.4.6.1 - h-index of Scopus during the year

21

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

3.5 - Consultancy

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

0.37

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

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

145000

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

3.6 - Extension Activities

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

In addition to Academics and Research, the deep concern of the college is social service which is extended through its Service-Oriented Units namely NSS, NCC, Rotaract, Youth Red Cross, Red Ribbon, CCC, Rangers, Media Club and so on.

Every student is made to involve himself in some extension activity or the other, irrespective of his Course of Study or Membership in any of the Service-Units.

College NSS

As many as 400 Student-Volunteers of various Courses are enrolled as Volunteers of 4 NSS Units, with 100 Volunteers in each Unit. The Annual Special NSS Camp is a fantastic feature of the NSS activities.

NCC

The College NCC Unit, strong with 160 Cadets, is greatly acknowledged as the Best Unit in 10 Tamil Nadu Battalion NCC. Every Year, the College Best NCC Cadets are selected to participate in the Republic Day Parade at Rajpath in New Delhi.

Red Ribbon

This is yet another Service-Oriented Unit with an eye on the sick and the aged in the hospitals nearby. This Unit promotes students' blood donation for the good of ailing patients in CMC Hospital, Vellore; Govt. Hospital, Vellore, Primary Health Centre, Melvisharam and so many other hospitals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/extension-activities/nss/

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

10

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

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

34

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

2953

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

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

45

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

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

19

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms and Seminar Halls

- All the 41classrooms are ICT enabled.

- Auditorium, Seminar Hall, Mini Seminar Hall and Conference Hall are equipped with computers, LCD projectors and Audio system to facilitate the conduct of meetings, seminars, workshops and conferences.

- Multimedia Room, 45 LCD projectors, Digital library, 2 Smart Boards and 4 LCD TV are available for video conferencing and lecturing.

- Separate rooms for NCC, NSS, Sports and Gym are available.

Laboratories

- Advance Research Instrumental Facilities include High Performance Liquid Chromatography (HPLC), UV/Visible Spectrophotometer, Fourier Transform Infrared Spectroscopy, Electrochemical Workstation, Spin coating machine, Particle Size Analyser, Deep Freezer (-20°C), Deep Freezer (-80°C), Electrophoresis unit, ELISA Reader and Washer, Florescence Inverted Microscope, Florescence Microscope, Real Time PCR, PCR Work station, Ultracentrifuge, UV Transilluminator, Inverted Microscope, Fluorescence Microscope, incinerator, particle size analyzer, digital calorimeters, etc.

- Computer Laboratory with 230 computers and necessary amenities are made available for Computer Science, Commerce, B.B.A and B.C.A students.

Computing Equipment's

- 200 Mbps leased line internet access are provided.

- LCD TV to display the academic activities to the students and staffs.

- **4 Generators (85 Kwh) and Solar Panel (25Kwh) for uninterrupted power supply.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/facilities/

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

Sports facilities are in plenty, rather more adequate, on par with Academics and Research. Such facilities push the College Sports Personalities to shine and win in scores of Divisional, Inter-Divisional, University, State, National and International Level Events and Tournaments. Ample provision is made to practice and win in sports and games.

Cultural Activities:

The College provides a vast variety of Cultural activities to enrich students' academic accomplishments as Co-Curricular activities have a close link with Academics and also to help students to have an exposure to such of those significant factors that are beyond Academics.

Inter-Class Competitions in Quiz, News Reading, Oratory, Essay-Writing, Mono Action, Mime, Drawing, and so on do bring to light the hidden talents of students. Departments do organize Inter-Class and Inter-Collegiate Events to encourage students to compete and shine by exhibiting their extra-ordinary talents that are remarkable and even outstanding.

The College has created facilities to organize Cultural Events in the:

- **Auditorium at First Floor with a capacity to accommodate 800 students**

- **Auditorium at Ground Floor to seat 500 students**

- **Spacious Seminar Hall to accommodate 400 students**

- **Mini Seminar Hall fitted with Air-conditioning system to accommodate 100 members**

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/extension-activities/sports/

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

46

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

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

54.57

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The library has installed the automation software iGraphix latest version. It maintains Online Public Access Catalogue (OPAC) for

online search of a book available in the library. The library also has the facility of UGC-INFLIBNET, N-List e-resources to online resources to browse a vast number of e-journals, e-books and other online resources. The remote access by electronic mode has enabled the students to browse the books of their choice with no strain from the locations.

Name of the ILMS software

Hakeem Intelligence System

Nature of automation (fully or partially)

Fully Automated

Version

Customized

Year of automation

2018

The Library is fully automated to expedite the Process of location of the book, its issuing mechanism, making entry in relevant column and so on.

Facilities available in the Library include Daily Web Portal, Rare Manuscripts, E-Source Centre, Delnet, Shodganga, Shodgangothri, National Digital Library, NPTEL SWAYAM and so on.

Services listed below are offered to students:

1. Reprographic Facility

2. Online OPAS

3. Reference Volumes with provision to take Photocopies

4. Rare Manuscripts for consultation by Research Scholars

5. Access to National Digital Library

6. Scanning and Printing

7. Internet Browsing

8. CD Rom Search

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/facilities/central-library/

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

7

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

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

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

808

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	[View File](#)

4.3 - IT Infrastructure

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

The Institution updates the IT facilities on the Campus including software installation, software maintenance, Wi-Fi, etc. at regular intervals.

Since 2012, iGraphics software has been installed to achieve greater efficiency in Administration, academic, accounts and examination systems. All academic and administrative processes are online and fully automated. The integration of IT in the Planning & Development, Administration, Finance & Accounts, Student Admission & Support and Examination.

The College Office is fully automated to expedite the official work and every Office Assistant is given an open cabin and a computing system to attain perfection in the process.

The students can get the information like exam hall seat number, lending books details from library, OPAS, Results, etc. through their login credentials using the ERP. Web Link: http://hakeemcollege.in/

The College has High Speed Internet Connectivity, which is regularly increased based on the requirement. Currently, the college has an internet leased line of 200 Mbps.

In the year 2017, the number of ICT enabled classrooms was only 10. But now the number of ICT enabled classrooms has increased to 41. Similarly, a lecture capture system was installed to develop e-contents recently.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://hakeemcollege.in/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2953	231

File Description	Documents
Upload any additional information	View File

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

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

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

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/channel/UC1i4OpVpQ KP0o2VAb4clWnw
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

58.80

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

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

- **The college has a well-established system for maintaining various infrastructure and other learning processes**

- **The house keeping committee headed by an Engineer carries out the maintenance of all infrastructure facilities**

- **A team of maintenance staff like plumbers, electricians, carpenters and other service providers play a major role in physical maintenance of the institution**

- **Annual maintenance of lifts, air conditions, generators, water purifiers, CCTV, power backup and other Equipments are undertaken**

- **The supporting staff cleans the classrooms, laboratories, staff rooms, library, seminar halls and corridors daily**

- **Refurbishment of tables, desks and chairs are carried out during summer vocation**

- **All departments provide an annual budget and funds are allocated to meet the demands.**

- **A team of staff members are in charge for regular maintenance of computers, servers, network facility, data backup and recovery**

- **The books in the library are arranged according to their classification**

- **Maintenance of books and infrastructure in the library are monitored by the library supporting staff**

- Every year stock taking and maintenance of the library books is carried out. Missing books and damaged books are identified

- Physical Director and Sports Advisory Committee are monitoring the effective functioning of the physical education department

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/campus/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1277

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

1310

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development   A. All of the above

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

File Description	Documents
Link to Institutional website	https://cahc.edu.in/extension-activities/cocurricular-activities/
Details of capability development and schemes	View File
Any additional information	View File

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

2953

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

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

A. All of the above

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

5.2 - Student Progression

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

137

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

5.2.2 - Number of outgoing students progressing to higher education

240

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

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

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

19

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

5.3 - Student Participation and Activities

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

15

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

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

The college has restructured the ways and means of student participation in the academic and administrative machinery of the Institution.

Representation of Students in Various Committees

Department Association

- Every Department has its own Association and every student of the Department is a Member of the Association.

Internal Quality Assurance Cell

The student's representation in the teaching learning processes, curricular and non- curricular processes are well received and implemented wherever possible.

Anti-Ragging & Prevention of Sexual Harassment Committee

A Committee has been instituted to address the students' grievances and to respond to their academic needs. This Committee headed by a Senior Teaching Staff is taking note of all such grievances and getting them redressed to the satisfaction of

students.

Class-Representatives

- The class representatives should communicate to students what has been communicated to them by the Principal or the Head of the Department.

- The Class Representative should attend the meeting with the Principal whenever it is called for.

- The class representatives should encourage students to participate in more Co-curricular and Extra-curricular activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cloud.cahc.edu.in/index.php/s/SiGN 9dSZAwDPERA

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

29

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

5.4 - Alumni Engagement

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

- Members of this Association are rendering maximum service to strengthen the cordial ties of students of current batches

and those that were on rolls yester years.

- The annual general alumni meet is conducted on 26th of January.

- The Association takes lead in putting forth healthy academic suggestions in designing and updating the curriculum as it has representation in the Boards of Studies of the college.

- Our alumni also render their expertise as resource persons for seminar, conference and association meetings.

- The activities of the Alumni Association are multifarious that include the distribution of new Folders to the New Graduates and Post-Graduates to keep their Diploma and other valuable Certificates.

- It also prides in its noble gesture of greeting the New Graduates by publishing a hearty advertisement in the popular Dailies in English and Tamil on every Graduation Day as a sign of cordial fraternity.

- Poor students are helped by the Association by paying the College Fees, Examination Fees, Sports scholarship, etc.

- They are very many including the Association's time-to-time monetary contributions for the development of the infrastructure of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/alumni/

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs – 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the college which bears witness to effective and inspiring leadership is well tune with the vision and mission of the institution. The Vision and Mission of the college are set in such a way that they intermingle to achieve academic excellence by providing world class teaching to qualify students to be fit enough to work for the upliftment of the rural community. The College Committee is at the helm of affairs for the proper functioning of the college. The Principal holds sole responsibility for the effective functioning of the college with the solid support extended by the Heads of Departments and the Staff.

The governance of the college is driven by well-defined policy on admission, academic and research. The effective governance of the college is reflective by transforming the campus into a Research Hub.

The governance of the college is well reflected by fulfilling the Vision and the Mission of the college and in making the campus academically competent and brilliantly competitive in Research. Teachers are extended the privilege of being a part of administration in capacities as the Conveners, Co-ordinators, Chairpersons, Secretaries and Members of various Committees in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/about/vision-and-mission/

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

The College Committee administrative works are decentralized by the Principal through the vice president of the college union, office superintendent and other administrative staff. The academic matters are channelized through Professor in-charge, heads of the

departments and Controller of Examination by the Principal.

The secretary and college committee are also the members of supreme bodies like, Governing Body, Financial Committee and Academic Council. The solid wheels on which the decentralized functioning of the college is pacing towards its Goals are the College Committee, Principal, Heads of Departments, Staff, Student Representatives, Stakeholders of the College, Experts in the field and so on.

The IQAC Coordinator is like a guiding star shedding proper light on the track of quality enhancement for quality improvement. Heads of Departments are like the academic security keeping a vigilant watch on the activities of the concerned Department.

The NCC Officer, NSS Programmers and other Service-Oriented Units on the campus are the chief architects of all successful Events including Outreach Programmes and Extension Activities.

The Controller of Examinations is assisted by his Staff in organizing Examinations and in all the works related to Exams, right from preparation of Hall Tickets to the publication of Results.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/organogram/

6.2 - Strategy Development and Deployment

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

The key changes in place for planning and execution of strategic plan are in three domains

- Curriculum-Structure Design

- Curriculum-Review & Revise

- Curriculum-Flexibility & Enrichment

Curriculum—Structure Design

The college has proposed to enhance capacity enhancement courses in different programmes like, Internship, Students projects, Skills based papers, etc. were introduced to develop students' employability and entrepreneurial skills to be fit enough to meet the challenges in the National and International Career scenario.

Curriculum—Review & Revise

During the last six years, we designed and implemented three regulations, namely

- 2014-2015 Regulation – Followed Thiruvalluvar University

- 2015 Regulation – Introduction and revision of courses is limited

- 2018 Regulation – Significant revamping of curriculum structure is in place

The courses were revised based on the valuable feedback put forth by the Students, Experts, Alumni, Parents and Representatives from the Industry.

Curriculum—Flexibility & Enrichment

The college offers more than 15 non major courses in various discipline, which provide flexibility to the students, they can select based on their learning needs. To create avenues for students to obtain additional qualification, the college is offering 33 Certificate Courses in different disciplines.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://cahc.edu.in/administration/
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from

the policies, administrative set-up, appointment and service rules, procedures, etc.

The Organizational Structure of the College is crystal clear like the Blue Print of a palatial mansion. Distinguished Managing Committee is at the helm of affairs. It is the supreme body of general administration, Academics and Research. The Luminaries of the Committee hold office in the Governing Body which chalks out schemes for advancement of academic and administrative sectors. The Participatory role and active involvement of the College Managing Committee accelerates the pace of smooth functioning of the college.

The Statutory Bodies of the college are the custodians of Institutional Policies for bettering every segment of educational and administrative activity. These Statutory Bodies include:

1. Governing Body

2. College Development Committee

3. Academic Council

4. Board of Studies and

5. Finance Committee

The College follows the UGC prescribed guidelines for appointing its Staff. It also follows the guidelines of government and other regulatory bodies. All the policies of the Government and Other Statutory Authorities are implemented as soon as it comes into effect.

The IQAC is endowed with the privilege of monitoring strategies that help in proper functioning of the Institution to sustain quality as the sole Hallmark.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The College is implementing all welfare measures to the teaching, non-teaching staffs. These measures are very many that account for professional advancement and Academic progress.

The following are the welfare measures provided for teaching and non-teaching staff:

- **Contributory provident fund is given for staff in the un-aided stream.**

- **Educational loan facilities and financial aid is provided to the staff of un-aided stream.**

- **Special leaves are provided to undergo training and research programme.**

- **Provision to attend orientation and refresher programme.**

- **Teaching staff association brings up meetings to felicitate the staff on winning awards.**

- **For Administrative staff following training programmes are conducted.**

- **Advance is provided to meet emergency expenditure of the**

staff.

- Teaching staff Associations raise donations to render monitoring assistance to the student (or) the staff who meets with a severe accident.

- Financial Support is extended to the staff to participate in seminars.

- College Management is sanctioning personal loans without interest to the staff.

- Managing Committee provide free education to the children of the staff in both streams.

- Increments are given to the management staff as boost to their selfless service.

- Festival advance is provided for the staff.

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

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

17

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

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

17

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

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

97

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

- The Chairperson is the authorized person for making decisions and is responsible for overall management of funds of the institution.

- The Secretary is the authorized signatory for salary grant and other financial support from the Government for aided section and he is responsible for overall monitoring and allocation of government funds.

- The expenditure incurred out of UGC Autonomous Grant during the year is reviewed and Budget allocation for the forthcoming year is discussed by the Finance Committee and resolutions are passed to be approved by the Governing Body.

- The Principal is responsible for the effective utilization of funds for various academic and administrative purposes

and also submits audited statement of accounts and utilization certificate of the funds received from various funding agencies.

- The annual budget for various academic and non-academic activities is prepared by the Principal at the beginning of the year, recommended by the Secretary and to be approved by the Chairperson.

- The following audits are made regularly;

Internal Financial Audit

External Financial Audit

Audit by Regional Joint Directorate of Collegiate Education, Vellore:

Audit by Accountant General, Government of Tamil Nadu:

External Financial Audit (Self Finance)

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

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

3.1

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

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

The institution mobilizes funds and utilizes it in an optimal way in academic, non-academic and other activities.

A. Sources of Funds:

1. Grant-in-aid is received from state government towards salary.

2. Tuition Fees collected from students of self-financing programmes.

3. Government Fundings;

- The institution mobilizes funds for academic, research and infrastructure development.

- The institution also mobilizes funds for research training, Seminar, symposia, workshop grants and coaching for competitive exams.

1. Funds from Government for scholarships.

2. Contribution from Melvisharam Muslim Educational Society.

3. Scholarships for Students from NGOs.

4. Funds mobilized through Endowments.

5. Funds mobilized through research consultancy.

B. Utilization of Funds:

1. Academic Activities

- Workshop and Seminars

- Orientation and Re-Training of Teachers

- Re-designing course and development of Teaching learning material

- Expenditure on meetings of Governing Body and Other

    Committees

- Examination Reforms

- Extension Activities

2. Development of Physical facilities.

- Construction of Classrooms and Laboratories.

- Purchase of Equipments and Furnitures.

- Sports and Games facilities.

- Hardware and Software.

- Solar panels and others.

3. Scholarships.

4. Endowments.

5. Research & Development.

6. Maintenance.

- Maintenance of Building and infrastructure.

- Renovation and Repairs of academic facilities including classroom, furniture, etc.

7. Laboratory Expenses.

8. ICT Maintenance.

9. Library.

10. Salary to staff.

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

6.5 - Internal Quality Assurance System

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

Implementation of Outcome Based Education

Outcome-based education (OBE) was adopted from 2018 regulation onwards by our college The IQAC has effectively involved and provides means to implement the OBE, to highlight some of the practices are given below

- Restructuring of curriculum was done to effectuate teaching learning process,

- The Programme Outcomes was designed by the IQAC in consultation with stakeholders and subject experts,

- Regularly monitored the preparation of Programme Specific Outcomes and Course Outcomes by deputing experts from outside and inside the campus,

- Provided adequate training to the faculty members by organizing Faculty Development Programme, workshop and seminar on OBE for effective implementation, etc.

Deployment of Online Digital Campus

The IQAC has established the following strategies

- IQAC has registered "Coursera for Campus" an online digital campus.

- IQAC have conducted webinar series to update knowledge on Corona virus to students, research scholars and teachers.

- o **Webinar on "A Detailed Deliberation on Corona"**

- o **Webinar on "Impact of Covid '19 on Indian Economy"**

- **FDP has arranged to facilitate teachers to adopt Learning management system (LMS) effectively.**

- **FDP on Online Teaching via Google LMS during COVID'19 Pandemic**

- **FDP on IT Integration for Quality Improvement in Online Examination System**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.coursera.org/programs/c-abdul-hakeem-college-hrh5z

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

Strengthened the functioning of the autonomous stature

Learning Outcomes Curriculum Frameworks were adopted. To advance the employability and entrepreneurship skills, new courses were incorporated in the Curriculum. More than 15 non major papers are offered in various disciplines. Students' Internship for students of Final UG Classes has been introduced to enrich students' technical knowledge. The IQAC facilitates Feedback collection on Curriculum from Stakeholders, which is one of the best academic Yardsticks to analyze and plan strategies accordingly.

Enhanced institute-industry linkage

Institute-Industry linkage is one of the noteworthy reforms that IQAC has brought in teaching learning and research to reach the demands of the industry and empower the students with employment skills. The key focuses that are addressed include Curriculum updates, industry-based internships, Cocurricular activities,

Research and Development, etc.

The representation of industrial Experts in the Board of Studies is in place to enhance the curriculum with reference to the requirement in the job market.

The industry-based internship/projects of around two weeks for final year students to apply studied theoretical concepts into real world problem solving and orient towards future career prospects.

Industrial visits to subject related industries provide insights into practical working environments, workflow in organizations and employment practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/syllabus/

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://cahc.edu.in/iqac/annual-quality-assurance-report/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

Gender Equity - In Research Studies and Training

The college is a Men's Institution of Higher Learning, but its concern for both the Genders is an outstanding phenomenon that equates both boys and girls on the same footing. Since the college is one of the oldest colleges in the region with state of art research facilities, women are encouraged to pursue research programme and provided conducive environment in the college.

The Aquatic Animal Health Laboratory (AAHL) is a DBT recognized National Repository for Fish Cell Lines and Viral Pathogens of Aquatic Animals, which provide research internship, projects, hands-on-training to both the genders by giving conducive environment for their boarding and lodging.

Gender Sensitization Through Co-curricular Activities

The College celebrate "International Women's Day" and conducts programmes like seminars/Inter-Class Competitions to promote Gender Equity and Sensitization to the students.

Facilities for women on campus

The college is installed with CCTV surveillance to ensure the safety of both genders. There is a separate common room for women is arranged for women privacy and safety. A separate women's hostel is available for the women's, those are coming from other parts of the country for their research and training purpose.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/facilities/

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

A. Any 4 or All of the above

power-efficient equipment

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

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

7.1.3

The campus is kept clean by adopting waste management strategies namely

- **Solid Waste Management,**

- **Liquid Waste Management and**

- **E-waste Management.**

- **Vermicompost Plant**

- **Incinerator for Biowaste**

Solid Waste Management:

Liquid Waste Management:

E-waste Management:

Condemned UPS and other electronic item like printers, etc., vendors are exchanged for new units on "buy-back" basis.

Waste recycling system:

The college is giving prime importance to environmental related aspects. The college institutionalized green initiatives like vermicompost plant for waste recycling process. The college has lush green campus with full of trees and plants, the leaves that

are shredded every day are dump in a big tank along with shredded paper and all. They are decompose using the worms is the basic process of the vermicompost plant. The vermicompost is used for plants that are planted in the college campus as an organic manure.

Incinerator for Biowaste

The biowaste that are generated from research laboratories are degraded by incinerators.

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

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	**No File Uploaded**

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

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

    A. Any 4 or all of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,

    A. Any 4 or all of the above

reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

- College provides admission to diverse caste of students by strictly following the prevailing policies and rules of the government as evidenced in metric 2.1.2.

- The sense of unity and togetherness is inculcated among students by providing equal opportunity to all the students in community immersion activities.

- The college declare holiday on all major festivals like Ramzan, Meelad-un-Nabi, Pongal, Deepavali, Onam, Christmas etc., which help students to realize the importance of cultural differences in the nation.

- A choice of languages like Urdu, Tamil, Hindi and French are offered under Part I that supports the students those are from different community and region.

- The Seerathun Nabi Celebration had been a spiritual feast of Prophet's (PBUH) noblest Sayings that illuminated the campus with the brilliance of devotion and faith.

- Students from socio-economically disadvantaged backgrounds are given fee concessions and scholarships by the College Management, Government, NGO, Alumni Association, etc.

- College provides funds for 'Flag Day' to The National

Foundation for Communal Harmony.

The college evinces immense interest in celebrating the historically important days like

- Independence Day

- Republic Day

- Martyr's Day

- Youth Awakening Day

- Teachers Day

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

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

The college sensitize constitutional commitments through various activities. The college regularly conducts events like Independence Day, Republic Day, Seerathun Nabi Celebration, Professional Ethics, etc. to refresh role of teachers and students in constitutional obligations. The teachers and Students are required to follow code of conduct as prescribed by statutory bodies, be responsible and take ownership of their actions. The college encourage teachers and students to take part in the celebrations of national importance like Independence Day and Republic Day. The College arrange a special lecture on Independence and Republic Day regularly in which one of the senior staff member is selected to address the staff and students on the core values of the Constitution including the rights and duties of the responsible citizens. The college conducts Gandhian thought An Examination to inculcate the rights, duties and responsibilities, which was adopted in the life and selfless services of Mahatma Gandhi. The Youth Awakening Day is celebrated in the Birth Anniversary of Dr. A.P.J. Abdul Kalam as a day of pride and glory

on 15th October. The academic integrity and respect for diverse groups are insisted through various compulsory courses in curriculum.

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

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

A. All of the above

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

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

The college plans and assign the appropriate activities to increase consciousness about national and international commemorative days, events and festivals and sets the target for the whole year.

The Republic Day and Independence Day are celebrated by hoisting the national flag and invoke the core values of the Constitution

including the rights and duties of the responsible citizens to staff and students.

The Birth Anniversary of Former President of India Dr. A.P.J Abdul Kalam, Youth Awakening Day is celebrated. This programme highlighted the achievements of Abdul Kalam.

The College celebrate "International Women's Day" and conducts programmes like seminars/Inter-Class Competitions to promote Gender Equity and Sensitization to the students.

To tribute the services rendering by the teachers, on the Birth Anniversary of Sir Sarvepally Radhakrishnan, Teachers day was celebrated.

The United Nations announced 2019 as the International Year of the Periodic Table of the Chemical Elements to highlight its first publication in 1869. This is celebrated by conducting a Intra-Department Quiz Competition and awarded prizes to the winners.

World Water Day is celebrated with various themes like Nature based Water Solutions, Global Water Crisis, etc. On this day seminar were staged to highlight the importance of water to the students.

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

7.2 - Best Practices

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

1. Title of the Practice

Practicing Experiential Learning.

2. Objectives of the Practice

- To effectuate the teaching and learning process in the Campus.
- To produce skilled graduates for our youngest nation.
- To emphasize on the development of cognitive skills of students as stated in NEP – 2020.
- To involve students in teaching and learning for enhanced experiences.
- To nourish students with core competencies and concepts, which help them to get jobs.
- To transform the prospective Vision for India's Higher Education into a practical reality.

3. The Context

India can be called as one of the youngest nations in the world having more than 62% of its population in the age group of 15–59 years out of which around 54% are below 25 years of age. It must be taken seriously that one of the immediate actions needed to enhance the quality of higher education is to re-design the higher education curriculum of all the courses in order to teach the students what is relevant in the present modern age.

One of the Vision of the Institution is to offer need-based, Job-oriented Courses of study relevant to the society. And hence it continues to provide quality education to graduates to become employable. One of the prospective Vision for India's Higher Education is to improve the quality of teaching and learning process, because the education system is affected badly by poor quality teaching, outdated methods of transaction, rigid curricula and pedagogy, lack of accountability and quality assurance. Our Institution is working towards achieving success by overcoming these constraints by providing quality education.

4. The Practice

The experiential learning is a process of learning through experience and is more specifically defined as "learning through reflection on doing". The experiential learning enhances the teaching and learning process that makes learning relatable to students. Students can build on what they already know and are provided with opportunities to make connections between new concepts and existing ones, which increases the effectiveness of learning and also helps students to develop and acquire skills like critical thinking, problem solving, decision making, etc.

In 2018, a restructured curriculum was prepared by the

Institution, which includes upgradation of pedagogy together with modernizing the training of teachers totally based on a vision. Recently, the Curriculum was strengthened by adding courses like Internship, Professional English, Communicative English, Skill Oriented Course, Professional Courses, etc., which engage students in direct experience and focused reflection in order to increase knowledge, develop skills, etc.

 The following are the list of few courses introduced in 2018 Regulation related to skill orientations that require experiential learning.

Course Code

Course Name

U18SPH601

Embedded Systems II

U18EPH604

Introduction to C Programming

U18EINP51

Internship

U18MMA604

Programming Language in C

U18MMAP61

Programming Language in C – Practical

U18EMAP51

Mathematical Statistics

U18AHS101

Studies on States and Government-I

P18ECM103

Computer Application in Business

U18SBAP51

Automation Lab-I

U18MBAP60

Major Project

U18SKS601

Office Management

U18EKSP61

Institutional Training and Project

U18SKSP51

Practical Microsoft Office Lab (SBS – III)

U18ECH501

Spectroscopic Techniques

U18SCH301

Water Treatment & Analysis

The following are few pedagogical techniques adopted to enhance the skills of the students

Teaching Methodology

Students Activity

Expected Outcomes (Blooms)

Educational Tours are necessary to be undertaken by students to gain a more practical understanding of their area of study

Participate

Observe

Analyse

Listen

Comprehends

Applying

Analyzing

Understanding

Remembering

Poster presentation

Create

Participate

Analyse

Comprehend

Creating

Applying

Analyzing

Understanding

Remembering

Models

Observe

Analyse

Listen

Realize

Analyzing

Understanding

Remembering

Demonstration, which helps students to understand the concept clearly

Participate

Observe

Analyse

Listen

Comprehend

Creating

Applying

Analyzing

Understanding

Remembering

Field Visitis very helpful for supplementing the theoretical knowledge. It aids to interlink the facts with the practicalfieldand teaches core competencies.

Applying

Analyzing

Understanding

Remembering

Industrial visitis to provide an exposure to students about practical working environment

Applying

Analyzing

Understanding

Remembering

Industry—Academia Collaboration

As part of NEP – 2020, the college has institutionalized several activities under Industry—Academia Collaboration. As part of industry-academia collaboration, many experiential learning practices were also planned and executed that effectively influenced the teaching and learning processes as described in the given below table

Sl.No.

Activity

Name of the institution/Department Collaborated

Organization with which MoU is signed

1

Industrial Visit

Department of Chemistry, C. Abdul Hakeem College (Autonomous), Melvisharam

AH Group, Ranipet

2

Students Seminar

Department of Urdu,

C. Abdul Hakeem College (Autonomous), Melvisharam

Government Degree College, Rayachoty, Kadapa

and

Justice Basheer Ahmed Sayeed College for Women (Autonomous),

Chennai.

3

Internship

C. Abdul Hakeem College (Autonomous), Melvisharam

Footwear Design and Development Institute,

Ministry of Commerce & Industry,

Government of India

4

Coaching & Training

C. Abdul Hakeem College (Autonomous), Melvisharam

Varanda Learning Solutions and Pvt Ltd, Chennai

and

Thivya IAS Academy, Ranipet

5

Projects

Department of Business Administration, C. Abdul Hakeem College (Autonomous), Melvisharam

Timber Wood Industry, Vellore,

and

Rahman Leather Exports, Ranipet

6

Vocational Training

Department of Commerce, C. Abdul Hakeem College (Autonomous), Melvisharam

Tally Institute of Learning, Vellore

and

New Technology, Coimbatore

7

Add – On Courses

Department of Physics,

C. Abdul Hakeem College (Autonomous), Melvisharam

Thinkin Lab

Constraints/ Limitation

- Time consuming,
- Intense training to teachers is required,
- Students' participation is essential for effective implementation,
- Teachers' involvement is needed in planning and execution, etc.

5. Evidence of Success

Students coming from various educational backgrounds feel happy with the student-centered pedagogy and skilled based courses, which was evidenced from students' feedbacks, students' involvement and their improved pass percentage i.e., 92%.

Majority of the students have authorized that the quality of teaching-learning process in the Institution is very good and on par with the high standards, which was obtained in the students' satisfaction survey of 2019-2020 about our institute.

The following snaps given below indicate the effective involvement of students in the teaching-learning transactions

6. Problems encountered and Resources Required

Any practice is like an adventure. It is an academic adventure to arrive at the destination by overcoming the hurdles on the way. The success of higher educational institutions depends on the quality and engagement of its faculty. Hence, training the teachers is an essential and foremost action to initiate this practice. For the past three years, the IQAC has been striving hard to institutionalize this practice. The institutionalization of this practice is under progress, which will help the college to achieve academic excellence.

File Description	Documents
Best practices in the Institutional website	https://cahc.edu.in/2022/03/practicing-experiential-learning/
Any other relevant information	https://cloud.cahc.edu.in/index.php/s/Taty MtdStZb8qmN

7.3 - Institutional Distinctiveness

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

One of the visions of the institution is to promote research for the betterment of the human society and community of people in rural areas. To account for this, the institution is providing means and media for research and development at nation-wide. The Resource Hub of the college has widened its spectrum of research activities by receiving financial assistance from DST FIST. The College has received a grant of Rs. 66 Lakhs from DST-FIST Program for the second time, to strengthen research facilities in the college.

The main objective of the DST FIST is to develop basic infrastructure facilities for promoting Research and Development activities in the college. The development in the campus due to DST-FIST are

- Strengthened the Infrastructure by upgrading existing facilities in the laboratory.

- Organized hands-on training for research aspirants.

- More papers were published in reputed Journals.

- Motivated colleges to apply for DST-FIST programme.

- Encouraged students towards higher education.

Outcome

After the implementation of DST-FIST, the quality of research has been improved significantly in terms of paper publication, Ph.D. scholars, projects, etc. The DST-FIST recognizes our college under the BEST PRACTICES Category for preparing a case study out of 610 projects implemented across the Southern Region.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

The College offers 32 Programmes at UG, PG, M.Phil and Ph.D. level. The Curriculum is designed to offer a holistic and comprehensive education to students, based on the guidelines proposed by the UGC, The Tamil Nadu State Council for Higher Education and Thiruvalluvar University. The College follows Choice Based Credit System (CBCS) and Elective System to meet the Local, Regional, National and Global needs, which inculcate social orientation, foster competency and employability focus in line with the Institutional Vision. The Curriculum is updated regularly and strengthened by absorbing the gist of valuable views put forth by Experts, Alumni, Teachers, Parents, Students and Representatives from the Industry. The Planning and Evaluation committee designs the Curriculum structure, the board of studies designs the curriculum, which will be approved in the Academic Council. The Outcome-Based Education (OBE) was adopted from 2018, in which Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) were designed based on Bloom's Taxonomy to strengthen the required skills of the Learners. The College follows a Curriculum that includes Core, Elective, Allied, Skill-Based, Non-major and Ability Enhancement courses namely Environmental Studies, Value Education, Human Rights, Research Methodology, etc., in various Programmes. Recently, the Curriculum was further strengthened by adding Internship, Professional English, Communicative English and Self-Study Online Courses (MOOCs, SWAYAM, NPTEL).

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://cahc.edu.in/wp-content/uploads/2021/09/CAH-ALL-REGU-2018-19-B-W-cahc.edu_.in-corrected.pdf

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

11

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

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

540

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

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

81

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

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

32

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

1.3 - Curriculum Enrichment

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

Though the college is a Men's Institution of Higher Learning, its concern for both the Genders is an outstanding phenomenon that equates both boys and girls on the same footing. Women are encouraged to pursue research programme in the college, the college spearheads women's rights, privileges and freedom by hosting Seminars, Inter-Class Competitions and academic get-togethers to propagate and popularize Gender Equity to sustain the Saying, `All are equal in the eyes of God'. The college appoints women as External Examiners for conducting theory and practical examinations. And also stages seminars by inviting Women scholars as resource persons as a tribute to Women. Essay-Writing Competitions are organized on themes such as `Women, Not Slaves', `Women Harassment - a Social Evil', `Empowerment of Women', `Girl Child is also an angel', `Dragon of Dowry' and so on.

Environment and Sustainability

The College offers a compulsory course on Environmental Studies for all the First Year UG Students to highlight the negative impacts of anthropogenic activities on environments such as Climate Change, Deforestation, Global Warming, Rapid Industrialization, Pollution, etc.

Human Values and Professional Ethics

The College offer mandatory courses, "Value Education" and "Human Rights" as an Integral part of the Curriculum for UG and PG Students respectively, to instill in the Learners a sense of values, a solid awareness of Human Rights, an effective citizenship and a verbal scroll of Professional Ethics. In addition, "Business Ethics" in M.Com. and "Research and Publication Ethics" in all the Research Programmes were

introduced.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	**No File Uploaded**

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

22

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

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

990

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

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

872

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

1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://cloud.cahc.edu.in/index.php/s/QmL826nzH2roxnJ
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - The feedback system of the Institution comprises the following	**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://cloud.cahc.edu.in/index.php/s/QmL826nzH2roxnJ
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1026

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

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.)

as per the reservation policy during the year (exclusive of supernumerary seats)

716

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

2.2 - Catering to Student Diversity

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

- **The student's total marks in the +2 level, performance in the continuous internal assessment (CIA) is taken as a yardstick to measure the degree of his learning or ability to grasp the lessons.**

- **The class mentor, in consultation with the Head of the department, identifies the level of understanding of students from their performance in CIA tests and segregates the slow learners from the advanced learners.**

- **The slow learners are directed to their respective mentors and proper mentoring is given to them for gaining momentum.**

- **The slow learners are also given ardent attention by engaging remedial classes to repeat or revise the portions.**

- **The slow learners are instructed to submit assignments, whereas advanced learners are encouraged to take up seminars and lead the group discussion forum.**

- **The advanced learners are motivated by the teachers concerned by providing them reference materials and journals to quench their zeal of learning and exposing them to additional lectures on the important topic through NPTEL, SWAYAM, Coursera, TCS iON, etc.**

- **Advanced learners are motivated to take part in seminars, conferences, workshops, etc. and guided properly to fare**

better in the campus interviews competitive exams, like NET, SLET, GATE, TNPSC, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.coursera.org/programs/c-abdul-hakeem-college-hrh5z

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	2953	112

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

- **The college has made provisions in curriculum structure of all the programmes to adopt student centric methods in the teaching learning mechanism.**

- **The implementation of Outcome based education (OBE) is providing avenues to follow student centric methods to attain Programme Outcomes (POs), Programme Specific Outcome (PSO) and Course Outcomes (COs).**

- **To attain PO relating to Problem solving, problem solving methodologies like solving mathematical problems, thermodynamic problems, accounting, etc. are practiced in academic routine.**

- **The college also deputes a handsome number of teachers every year to attend the refresher/orientation courses in**

ARPIT of SWAYAM, UGC—HRDCs, etc., to learn more about student centric methods and that lead to make classroom teaching and learning more effective.

- The IQAC of our college also organizes faculty development programmes to harness the current trends in classroom teaching and learning, that is flipped classroom, for the benefit of students and teachers.

- Some of the student centric methods used for enhancing learning experiences are:

  - Experiential learning:

    - Industrial visits,

    - Demonstration,

    - Poster presentation,

    - Virtual Reality (VR Lab) labs,

    - Educational tours, etc.

  - Participative Learning:

    - Role Play,

    - Group Discussion, etc.

  - Problem solving skills:

    - Case studies,

    - Brainstorming, etc.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://cahc.edu.in/e-content/

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

learning

- College teachers use ICT to enhance and/or support their teaching-learning process. Also, the college encourages teachers to adopt the blended learning method.

- Teachers are motivated to incorporate the much acclaimed open source Learning Management System (LMS) namely Modular Object Oriented Dynamic Learning Environment (MOODLE), Google Classroom, etc., as an e-Learning tool for the dissemination of teaching and learning effectively.

- The college teachers now share lectures, notes, videos, assignments and collect work through LMS.

- The college Library is equipped with ICT facility that makes it a haven of e-resources of NPTEL/SWAYAM, e-PG pathshala, ebook, ejournals, etc. for Students and Faculty.

- The IQAC of the college had taken initiative to help students to acquire education without break of study during COVID-19 Lockdown through Coursera Digital Platform https://www.coursera.org/programs/c-abdul-hakeem-college-hrh5z.

- The college conducts Continuous Internal Assessment through digital platform, to examine students' learning levels and to help teachers to analyze the learning standards of students.

- From pandemic situation, the teachers enabled mobile Apps that were used for various activities

  - Classroom Management by LMS like Google classroom.

  - Communication by using Email, WhatsApp, Telegram, etc.

  - Planned Discussion Forum through Google Meet, Zoom, etc.

  - Formative Assessment using Google forms and

```
Exam.Net.
```

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

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

2.3.3.1 - Number of mentors

134

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

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

The College Calendar is the Academic Almanac that provides ample information about everything that a student wishes to know about the Academics, Working days, Continuous Internal Assessment Tests (CIA), End Semester Exams, Holidays and so on.

- As regards to Academics, Students can find in the Calendar information about various Programmes offered and other value-added Courses helps students to be aware of additional qualifications they can be sure of.

- The schedule of CIA and Semester examination is clearly stated, which is transparent to teachers and students. And this guides the teachers and students to take utmost care in planning and preparation of teaching-learning process respectively.

- Before the semester, discussions are made about the allocation of syllabus according to the workload in the

department meetings.

- As per the hours and syllabus portions allotted, teaching plans are prepared by the individual teaching faculty before the beginning of each semester and the same is recorded in the work diary.

- The adherence of teaching plans is regularly monitored in each term (30 Working Days) by the Head of the Department and Principal.

- At the end of the semester, the work diary is verified and certified by the Head of the Department and Principal.

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

2.4 - Teacher Profile and Quality

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

112

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

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

62

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

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

1414.75

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

2.5 - Evaluation Process and Reforms

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

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

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

2

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

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

- Examination reforms have been consistently recommended by the academic bodies like Academic Council, Board of Studies and Examination Committee.

- Question Papers for the End Semester Examination are set by External Paper-Setters.

- The database of question paper setters is available to assure their easy identification and access.

- Papers are exposed to single valuation and the Results are published on the short duration from the date of completion of Central Valuation.

- Students have the option to apply for Photocopy of the answer-scripts and Revaluation.

- Results are published on the college website by the Controllers' Office on obtaining permission from the Passing Boards of all Subjects.

- The office of the Controller of Examinations is equipped with an automation system developed by IGraphix and updated regularly to ensure error free work.

- One of the important components of Examination system is Continuous Internal Assessment (CIA).

- Implementation of Outcome Based Education leads to incorporation of POs, PSOs and COs with appropriate assessment tools, which is reflected in the CIA and ESE question papers.

- Based on the result analysis of students' performance in the ESE, continuous improvement in the curriculum design, teaching and assessment methods are carried out to close the loop.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/examination/

2.6 - Student Performance and Learning Outcomes

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

The College adopts Outcome Based Education (OBE) from 2018-2019 regulation as per the direction of UGC. Curriculum restructuring based on the OBE was initiated by the planning and evaluation committee and IQAC. The committee formed a group to draft Programme Outcomes (POs) for arts and science disciplines aligned with College Vision and Graduate attributes (GAs). Graduate Attributes are a set of generic Knowledge, Skills and Attitudes considered essential for all graduates of the 21st century. The POs were finalized and communicated to all the teachers by conducting orientation programmes, workshops, FDPs, etc. by the IQAC. The members of the Board of Studies discussed and finalized the Programme Specific Outcomes (PSOs) of their discipline and Course Outcomes (COs) of all the courses with respect to POs. The POs, PSOs and COs are clearly stated in the curriculum structure and displayed in the college website for reference.

The OBE process comprises of

1. Writing Outcomes (what the students should be able to do),

2. Instruction (how the teacher proposes to facilitate the students to acquire the outcome).

3. Design Assessment (how to measure the outcome).

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://cahc.edu.in/syllabus/

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

- **The college ensures that the students have attained the goal by the end of learning experience at course level.**

- **Assessment tools used for attainment of course and Programme outcomes are Direct Method and Indirect Method.**

- **Direct method assessment tools are**

  - **Continues Internal Assessment Tests,**

  - **Assignments,**

  - **Seminar and**

  - **End Semester Examinations.**

- **The Indirect method assessment tool are**

  - **Evaluation of Teaching Plans – Based on the attained COs level, the course instructor to prepare the teaching plans from time to time during the course of teaching.**

  - **Feedback Analysis – Based on the feedback from stakeholders, curriculum development and delivery will be modified.**

  - **Exit survey, which will be taken after the completion of the programme,**

- **As of now, the course outcomes are evaluated by means of**

the Progress of students in Continues Internal Assessment Tests, Assignments/seminar and the End Semester Examinations using Direct Method.

- For practical, project and internship courses the evaluation is done on the basis of regular performance in these courses. The End Semester Examination for these courses can be based on the rubrics.

- The institution continuously monitors, and evaluates on the quality of course offered, teaching learning process and to measure the attainment.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/examination/

2.6.3 - Pass Percentage of students

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

907

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://cloud.cahc.edu.in/index.php/s/T3pRfZA6Jdo3WwD

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://cahc.edu.in/wp-content/uploads/2022/01/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The chief goal of the Institution is to harness students' identification with the college and its ambitions and aspirations to transform the outcome of learning into beneficial fruits for societal progress. And therefore, the college always aims at catering to the social, educational and scientific needs of the human society by extending its expertise and age-old experience.

The Research Hub on the campus has established sound National and International links for accomplishing research in different disciplines to extend its services to whoever or whatever needful be. The college should benefit from such service by netting reasonable income, by expanding its frontiers of popularity and by enlarging its branded image being the biggest Research Centre in the whole of Thiruvalluvar University.

The Research Policy framed by the Institution should not be trespassed or violated under any circumstance or misused for any research assignment undertaken by unauthorized Agencies. Care must be taken to see that no such Consultancy Service should be against the held Policies of the college that govern its norms of employment; its code of conduct for the Staff and Students; its Vision and Mission and its Goals.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://cahc.edu.in/research/
Any additional information	View File

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

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

6.5

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

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

2

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

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

917.29

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

13

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/research/list-of-projects/
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

36

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

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

8

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://dbtindia.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

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

An Innovative Ecosystem

The Aquatic Animal Health Laboratory (AAHL) has been involved in research on disease of economically important aquatic animals. It maintains strong working relationships with National and International research organizations, aquaculture industries, farmers and hatchery operators. The AAHL is recognised as National Repository for Fish Cell Lines and Viral Pathogen funded by Department of Biotechnology (DBT), Government of India. The AAHL is the only OiE reference laboratory in India.

Technologies Created and Transferred for Entrepreneurship

The AAHL and Agharkar Research Institute have developed a Lateral flow immunoassay for detection of WSSV in infected shrimp. It is also useful to monitor the shrimp in ponds after stocking regularly to avoid WSSV infection. This Technology has been transferred to Pathgene Healthcare PVT. Ltd., Tirupati, A.P. for commercialization.

Incubation Centre

Fish Cell Line

The AAHL provides space, cell lines of different fish species and training to handle the fish cell lines for various applications like developing diagnostics and vaccines for fish viral diseases, toxicological studies and drug screening. AAHL is one of the largest fish cell line and viral pathogens repository in the India, which maintenance of them and train researchers all over the nation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aahl.res.in/

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

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

3.4 - Research Publications and Awards

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

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

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

3.4.2.1 - Number of PhD students registered during the year

26

File Description	Documents
URL to the research page on HEI website	https://cahc.edu.in/research/research-guides/#
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

69

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

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

67

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cloud.cahc.edu.in/index.php/s/4GZ9jsBZ3zZRSeC

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

3.4.5.1 - Total number of Citations in Scopus during the year

1935

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	View File

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

3.4.6.1 - h-index of Scopus during the year

21

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

3.5 - Consultancy

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

0.37

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

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

145000

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

3.6 - Extension Activities

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

In addition to Academics and Research, the deep concern of the college is social service which is extended through its Service-Oriented Units namely NSS, NCC, Rotaract, Youth Red Cross, Red Ribbon, CCC, Rangers, Media Club and so on.

Every student is made to involve himself in some extension activity or the other, irrespective of his Course of Study or Membership in any of the Service-Units.

College NSS

As many as 400 Student-Volunteers of various Courses are enrolled as Volunteers of 4 NSS Units, with 100 Volunteers in each Unit. The Annual Special NSS Camp is a fantastic feature of the NSS activities.

NCC

The College NCC Unit, strong with 160 Cadets, is greatly acknowledged as the Best Unit in 10 Tamil Nadu Battalion NCC. Every Year, the College Best NCC Cadets are selected to participate in the Republic Day Parade at Rajpath in New Delhi.

Red Ribbon

This is yet another Service-Oriented Unit with an eye on the sick and the aged in the hospitals nearby. This Unit promotes students' blood donation for the good of ailing patients in CMC Hospital, Vellore; Govt. Hospital, Vellore, Primary Health Centre, Melvisharam and so many other hospitals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/extension-activities/nss/

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

10

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

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

34

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

2953

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

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

45

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

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

19

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms and Seminar Halls

- All the 41classrooms are ICT enabled.

- Auditorium, Seminar Hall, Mini Seminar Hall and Conference Hall are equipped with computers, LCD

projectors and Audio system to facilitate the conduct of meetings, seminars, workshops and conferences.

- Multimedia Room, 45 LCD projectors, Digital library, 2 Smart Boards and 4 LCD TV are available for video conferencing and lecturing.

- Separate rooms for NCC, NSS, Sports and Gym are available.

Laboratories

- Advance Research Instrumental Facilities include High Performance Liquid Chromatography (HPLC), UV/Visible Spectrophotometer, Fourier Transform Infrared Spectroscopy, Electrochemical Workstation, Spin coating machine, Particle Size Analyser, Deep Freezer (–20°C), Deep Freezer (–80°C), Electrophoresis unit, ELISA Reader and Washer, Florescence Inverted Microscope, Florescence Microscope, Real Time PCR, PCR Work station, Ultracentrifuge, UV Transilluminator, Inverted Microscope, Fluorescence Microscope, incinerator, particle size analyzer, digital calorimeters, etc.

- Computer Laboratory with 230 computers and necessary amenities are made available for Computer Science, Commerce, B.B.A and B.C.A students.

Computing Equipment's

- 200 Mbps leased line internet access are provided.

- LCD TV to display the academic activities to the students and staffs.

- 4 Generators (85 Kwh) and Solar Panel (25Kwh) for uninterrupted power supply.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://cahc.edu.in/facilities/

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

Sports facilities are in plenty, rather more adequate, on par with Academics and Research. Such facilities push the College Sports Personalities to shine and win in scores of Divisional, Inter-Divisional, University, State, National and International Level Events and Tournaments. Ample provision is made to practice and win in sports and games.

Cultural Activities:

The College provides a vast variety of Cultural activities to enrich students' academic accomplishments as Co-Curricular activities have a close link with Academics and also to help students to have an exposure to such of those significant factors that are beyond Academics.

Inter-Class Competitions in Quiz, News Reading, Oratory, Essay-Writing, Mono Action, Mime, Drawing, and so on do bring to light the hidden talents of students. Departments do organize Inter-Class and Inter-Collegiate Events to encourage students to compete and shine by exhibiting their extra-ordinary talents that are remarkable and even outstanding.

The College has created facilities to organize Cultural Events in the:

- Auditorium at First Floor with a capacity to accommodate 800 students

- Auditorium at Ground Floor to seat 500 students

- Spacious Seminar Hall to accommodate 400 students

- Mini Seminar Hall fitted with Air-conditioning system to accommodate 100 members

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/extension-activities/sports/

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

46

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

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

54.57

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The library has installed the automation software iGraphix latest version. It maintains Online Public Access Catalogue (OPAC) for online search of a book available in the library. The library also has the facility of UGC-INFLIBNET, N-List e-resources to online resources to browse a vast number of e-journals, e-books and other online resources. The remote access

by electronic mode has enabled the students to browse the books of their choice with no strain from the locations.

Name of the ILMS software

Hakeem Intelligence System

Nature of automation (fully or partially)

Fully Automated

Version

Customized

Year of automation

2018

The Library is fully automated to expedite the Process of location of the book, its issuing mechanism, making entry in relevant column and so on.

Facilities available in the Library include Daily Web Portal, Rare Manuscripts, E-Source Centre, Delnet, Shodganga, Shodgangothri, National Digital Library, NPTEL SWAYAM and so on.

Services listed below are offered to students:

1. Reprographic Facility

2. Online OPAS

3. Reference Volumes with provision to take Photocopies

4. Rare Manuscripts for consultation by Research Scholars

5. Access to National Digital Library

6. Scanning and Printing

7. Internet Browsing

8. CD Rom Search

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/facilities/central-library/

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

7

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

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

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

808

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

4.3 - IT Infrastructure

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

The Institution updates the IT facilities on the Campus including software installation, software maintenance, Wi-Fi, etc. at regular intervals.

Since 2012, iGraphics software has been installed to achieve greater efficiency in Administration, academic, accounts and examination systems. All academic and administrative processes are online and fully automated. The integration of IT in the Planning & Development, Administration, Finance & Accounts, Student Admission & Support and Examination.

The College Office is fully automated to expedite the official work and every Office Assistant is given an open cabin and a computing system to attain perfection in the process.

The students can get the information like exam hall seat number, lending books details from library, OPAS, Results, etc. through their login credentials using the ERP. Web Link: http://hakeemcollege.in/

The College has High Speed Internet Connectivity, which is regularly increased based on the requirement. Currently, the college has an internet leased line of 200 Mbps.

In the year 2017, the number of ICT enabled classrooms was only 10. But now the number of ICT enabled classrooms has increased to 41. Similarly, a lecture capture system was installed to develop e-contents recently.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://hakeemcollege.in/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2953	231

File Description	Documents
Upload any additional information	View File

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

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing | **A. All four of the above**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/channel/UC1i4OpVpQKP0o2VAb4clWnw
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

58.80

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

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

- **The college has a well-established system for maintaining various infrastructure and other learning processes**

- **The house keeping committee headed by an Engineer carries out the maintenance of all infrastructure facilities**

- **A team of maintenance staff like plumbers, electricians, carpenters and other service providers play a major role in physical maintenance of the institution**

- **Annual maintenance of lifts, air conditions, generators, water purifiers, CCTV, power backup and other Equipments are undertaken**

- **The supporting staff cleans the classrooms, laboratories, staff rooms, library, seminar halls and corridors daily**

- **Refurbishment of tables, desks and chairs are carried out during summer vocation**

- **All departments provide an annual budget and funds are allocated to meet the demands.**

- **A team of staff members are in charge for regular maintenance of computers, servers, network facility, data backup and recovery**

- **The books in the library are arranged according to their classification**

- **Maintenance of books and infrastructure in the library are monitored by the library supporting staff**

- **Every year stock taking and maintenance of the library books is carried out. Missing books and damaged books are identified**

- **Physical Director and Sports Advisory Committee are monitoring the effective functioning of the physical education department**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/campus/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1277

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

1310

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development | A. All of the above

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

File Description	Documents
Link to Institutional website	https://cahc.edu.in/extension-activities/cocurricular-activities/
Details of capability development and schemes	View File
Any additional information	View File

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

2953

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

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

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

5.2 - Student Progression

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

137

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

5.2.2 - Number of outgoing students progressing to higher education

240

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

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

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

19

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

5.3 - Student Participation and Activities

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

15

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

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

The college has restructured the ways and means of student participation in the academic and administrative machinery of the Institution.

Representation of Students in Various Committees

Department Association

- Every Department has its own Association and every student of the Department is a Member of the Association.

Internal Quality Assurance Cell

The student's representation in the teaching learning processes, curricular and non- curricular processes are well received and implemented wherever possible.

Anti-Ragging & Prevention of Sexual Harassment Committee

A Committee has been instituted to address the students' grievances and to respond to their academic needs. This Committee headed by a Senior Teaching Staff is taking note of all such grievances and getting them redressed to the

satisfaction of students.

Class-Representatives

- **The class representatives should communicate to students what has been communicated to them by the Principal or the Head of the Department.**

- **The Class Representative should attend the meeting with the Principal whenever it is called for.**

- **The class representatives should encourage students to participate in more Co-curricular and Extra-curricular activities.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cloud.cahc.edu.in/index.php/s/SiGN9dSZAwDPERA

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

29

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

5.4 - Alumni Engagement

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

- **Members of this Association are rendering maximum service to strengthen the cordial ties of students of current**

batches and those that were on rolls yester years.

- The annual general alumni meet is conducted on 26th of January.

- The Association takes lead in putting forth healthy academic suggestions in designing and updating the curriculum as it has representation in the Boards of Studies of the college.

- Our alumni also render their expertise as resource persons for seminar, conference and association meetings.

- The activities of the Alumni Association are multifarious that include the distribution of new Folders to the New Graduates and Post-Graduates to keep their Diploma and other valuable Certificates.

- It also prides in its noble gesture of greeting the New Graduates by publishing a hearty advertisement in the popular Dailies in English and Tamil on every Graduation Day as a sign of cordial fraternity.

- Poor students are helped by the Association by paying the College Fees, Examination Fees, Sports scholarship, etc.

- They are very many including the Association's time-to-time monetary contributions for the development of the infrastructure of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/alumni/

5.4.2 - Alumni's financial contribution during the year	C. 5 Lakhs – 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the college which bears witness to effective and inspiring leadership is well tune with the vision and mission of the institution. The Vision and Mission of the college are set in such a way that they intermingle to achieve academic excellence by providing world class teaching to qualify students to be fit enough to work for the upliftment of the rural community. The College Committee is at the helm of affairs for the proper functioning of the college. The Principal holds sole responsibility for the effective functioning of the college with the solid support extended by the Heads of Departments and the Staff.

The governance of the college is driven by well-defined policy on admission, academic and research. The effective governance of the college is reflective by transforming the campus into a Research Hub.

The governance of the college is well reflected by fulfilling the Vision and the Mission of the college and in making the campus academically competent and brilliantly competitive in Research. Teachers are extended the privilege of being a part of administration in capacities as the Conveners, Co-ordinators, Chairpersons, Secretaries and Members of various Committees in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/about/vision-and-mission/

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

The College Committee administrative works are decentralized by the Principal through the vice president of the college union, office superintendent and other administrative staff. The academic matters are channelized through Professor in-charge,

heads of the departments and Controller of Examination by the Principal.

The secretary and college committee are also the members of supreme bodies like, Governing Body, Financial Committee and Academic Council. The solid wheels on which the decentralized functioning of the college is pacing towards its Goals are the College Committee, Principal, Heads of Departments, Staff, Student Representatives, Stakeholders of the College, Experts in the field and so on.

The IQAC Coordinator is like a guiding star shedding proper light on the track of quality enhancement for quality improvement. Heads of Departments are like the academic security keeping a vigilant watch on the activities of the concerned Department.

The NCC Officer, NSS Programmers and other Service-Oriented Units on the campus are the chief architects of all successful Events including Outreach Programmes and Extension Activities.

The Controller of Examinations is assisted by his Staff in organizing Examinations and in all the works related to Exams, right from preparation of Hall Tickets to the publication of Results.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	https://cahc.edu.in/organogram/

6.2 - Strategy Development and Deployment

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

The key changes in place for planning and execution of strategic plan are in three domains

- Curriculum-Structure Design

- Curriculum–Review & Revise

- Curriculum–Flexibility & Enrichment

Curriculum–Structure Design

The college has proposed to enhance capacity enhancement courses in different programmes like, Internship, Students projects, Skills based papers, etc. were introduced to develop students' employability and entrepreneurial skills to be fit enough to meet the challenges in the National and International Career scenario.

Curriculum–Review & Revise

During the last six years, we designed and implemented three regulations, namely

- 2014–2015 Regulation – Followed Thiruvalluvar University

- 2015 Regulation – Introduction and revision of courses is limited

- 2018 Regulation – Significant revamping of curriculum structure is in place

The courses were revised based on the valuable feedback put forth by the Students, Experts, Alumni, Parents and Representatives from the Industry.

Curriculum–Flexibility & Enrichment

The college offers more than 15 non major courses in various discipline, which provide flexibility to the students, they can select based on their learning needs. To create avenues for students to obtain additional qualification, the college is offering 33 Certificate Courses in different disciplines.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://cahc.edu.in/administration/
Upload any additional information	View File

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

The Organizational Structure of the College is crystal clear like the Blue Print of a palatial mansion. Distinguished Managing Committee is at the helm of affairs. It is the supreme body of general administration, Academics and Research. The Luminaries of the Committee hold office in the Governing Body which chalks out schemes for advancement of academic and administrative sectors. The Participatory role and active involvement of the College Managing Committee accelerates the pace of smooth functioning of the college.

The Statutory Bodies of the college are the custodians of Institutional Policies for bettering every segment of educational and administrative activity. These Statutory Bodies include:

1. Governing Body

2. College Development Committee

3. Academic Council

4. Board of Studies and

5. Finance Committee

The College follows the UGC prescribed guidelines for appointing its Staff. It also follows the guidelines of government and other regulatory bodies. All the policies of the Government and Other Statutory Authorities are implemented as soon as it comes into effect.

The IQAC is endowed with the privilege of monitoring strategies

that help in proper functioning of the Institution to sustain quality as the sole Hallmark.

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

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The College is implementing all welfare measures to the teaching, non-teaching staffs. These measures are very many that account for professional advancement and Academic progress.

The following are the welfare measures provided for teaching and non-teaching staff:

- Contributory provident fund is given for staff in the un-aided stream.

- Educational loan facilities and financial aid is provided to the staff of un-aided stream.

- Special leaves are provided to undergo training and research programme.

- Provision to attend orientation and refresher programme.

- Teaching staff association brings up meetings to felicitate the staff on winning awards.

- For Administrative staff following training programmes are conducted.

- Advance is provided to meet emergency expenditure of the staff.

- Teaching staff Associations raise donations to render monitoring assistance to the student (or) the staff who meets with a severe accident.

- Financial Support is extended to the staff to participate in seminars.

- College Management is sanctioning personal loans without interest to the staff.

- Managing Committee provide free education to the children of the staff in both streams.

- Increments are given to the management staff as boost to their selfless service.

- Festival advance is provided for the staff.

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

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

17

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

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

17

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

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

97

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

- The Chairperson is the authorized person for making decisions and is responsible for overall management of funds of the institution.

- The Secretary is the authorized signatory for salary grant and other financial support from the Government for aided section and he is responsible for overall monitoring and allocation of government funds.

- The expenditure incurred out of UGC Autonomous Grant during the year is reviewed and Budget allocation for the forthcoming year is discussed by the Finance Committee and resolutions are passed to be approved by the Governing Body.

- The Principal is responsible for the effective utilization of funds for various academic and administrative purposes and also submits audited statement of accounts and utilization certificate of the funds received from various funding agencies.

- The annual budget for various academic and non-academic activities is prepared by the Principal at the beginning of the year, recommended by the Secretary and to be approved by the Chairperson.

- The following audits are made regularly;

Internal Financial Audit

External Financial Audit

Audit by Regional Joint Directorate of Collegiate Education, Vellore:

Audit by Accountant General, Government of Tamil Nadu:

External Financial Audit (Self Finance)

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

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

3.1

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

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

The institution mobilizes funds and utilizes it in an optimal way in academic, non-academic and other activities.

A. Sources of Funds:

1. Grant-in-aid is received from state government towards salary.

2. Tuition Fees collected from students of self-financing programmes.

3. Government Fundings;

- The institution mobilizes funds for academic, research and infrastructure development.

- The institution also mobilizes funds for research training, Seminar, symposia, workshop grants and coaching for competitive exams.

1. Funds from Government for scholarships.

2. Contribution from Melvisharam Muslim Educational Society.

3. Scholarships for Students from NGOs.

4. Funds mobilized through Endowments.

5. Funds mobilized through research consultancy.

B. Utilization of Funds:

1. Academic Activities

- Workshop and Seminars

- Orientation and Re-Training of Teachers

- Re-designing course and development of Teaching learning material

- Expenditure on meetings of Governing Body and Other Committees

- Examination Reforms

- Extension Activities

2. Development of Physical facilities.

- Construction of Classrooms and Laboratories.

- Purchase of Equipments and Furnitures.

- Sports and Games facilities.

- Hardware and Software.

- Solar panels and others.

3. Scholarships.

4. Endowments.

5. Research & Development.

6. Maintenance.

- Maintenance of Building and infrastructure.

- Renovation and Repairs of academic facilities including classroom, furniture, etc.

7. Laboratory Expenses.

8. ICT Maintenance.

9. Library.

10. Salary to staff.

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

6.5 - Internal Quality Assurance System

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

Implementation of Outcome Based Education

Outcome-based education (OBE) was adopted from 2018 regulation onwards by our college The IQAC has effectively involved and provides means to implement the OBE, to highlight some of the practices are given below

- Restructuring of curriculum was done to effectuate teaching learning process,

- The Programme Outcomes was designed by the IQAC in consultation with stakeholders and subject experts,

- Regularly monitored the preparation of Programme Specific Outcomes and Course Outcomes by deputing experts from outside and inside the campus,

- Provided adequate training to the faculty members by organizing Faculty Development Programme, workshop and seminar on OBE for effective implementation, etc.

Deployment of Online Digital Campus

The IQAC has established the following strategies

- **IQAC has registered "Coursera for Campus" an online digital campus.**

- **IQAC have conducted webinar series to update knowledge on Corona virus to students, research scholars and teachers.**

  - **Webinar on "A Detailed Deliberation on Corona"**

  - **Webinar on "Impact of Covid '19 on Indian Economy"**

- **FDP has arranged to facilitate teachers to adopt Learning management system (LMS) effectively.**

- **FDP on Online Teaching via Google LMS during COVID'19 Pandemic**

- **FDP on IT Integration for Quality Improvement in Online Examination System**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.coursera.org/programs/c-abdul-hakeem-college-hrh5z

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

Strengthened the functioning of the autonomous stature

Learning Outcomes Curriculum Frameworks were adopted. To advance the employability and entrepreneurship skills, new courses were incorporated in the Curriculum. More than 15 non major papers are offered in various disciplines. Students' Internship for students of Final UG Classes has been introduced

to enrich students' technical knowledge. The IQAC facilitates Feedback collection on Curriculum from Stakeholders, which is one of the best academic Yardsticks to analyze and plan strategies accordingly.

Enhanced institute-industry linkage

Institute-Industry linkage is one of the noteworthy reforms that IQAC has brought in teaching learning and research to reach the demands of the industry and empower the students with employment skills. The key focuses that are addressed include Curriculum updates, industry-based internships, Cocurricular activities, Research and Development, etc.

The representation of industrial Experts in the Board of Studies is in place to enhance the curriculum with reference to the requirement in the job market.

The industry-based internship/projects of around two weeks for final year students to apply studied theoretical concepts into real world problem solving and orient towards future career prospects.

Industrial visits to subject related industries provide insights into practical working environments, workflow in organizations and employment practices.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://cahc.edu.in/syllabus/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://cahc.edu.in/iqac/annual-quality-assurance-report/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

Gender Equity – In Research Studies and Training

The college is a Men's Institution of Higher Learning, but its concern for both the Genders is an outstanding phenomenon that equates both boys and girls on the same footing. Since the college is one of the oldest colleges in the region with state of art research facilities, women are encouraged to pursue research programme and provided conducive environment in the college.

The Aquatic Animal Health Laboratory (AAHL) is a DBT recognized National Repository for Fish Cell Lines and Viral Pathogens of Aquatic Animals, which provide research internship, projects, hands-on-training to both the genders by giving conducive environment for their boarding and lodging.

Gender Sensitization Through Co-curricular Activities

The College celebrate "International Women's Day" and conducts programmes like seminars/Inter-Class Competitions to promote Gender Equity and Sensitization to the students.

Facilities for women on campus

The college is installed with CCTV surveillance to ensure the safety of both genders. There is a separate common room for women is arranged for women privacy and safety. A separate

women's hostel is available for the women's, those are coming from other parts of the country for their research and training purpose.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://cahc.edu.in/facilities/

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

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

7.1.3

The campus is kept clean by adopting waste management strategies namely

- Solid Waste Management,

- Liquid Waste Management and

- E-waste Management.

- Vermicompost Plant

- Incinerator for Biowaste

Solid Waste Management:

Liquid Waste Management:

E-waste Management:

Condemned UPS and other electronic item like printers, etc., vendors are exchanged for new units on "buy-back" basis.

Waste recycling system:

The college is giving prime importance to environmental related aspects. The college institutionalized green initiatives like vermicompost plant for waste recycling process. The college has lush green campus with full of trees and plants, the leaves that are shredded every day are dump in a big tank along with shredded paper and all. They are decompose using the worms is the basic process of the vermicompost plant. The vermicompost is used for plants that are planted in the college campus as an organic manure.

Incinerator for Biowaste

The biowaste that are generated from research laboratories are degraded by incinerators.

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

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

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

7.1.5 - Green campus initiatives include

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**A. Any 4 or all of the above**

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

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

- **College provides admission to diverse caste of students by strictly following the prevailing policies and rules**

of the government as evidenced in metric 2.1.2.

- The sense of unity and togetherness is inculcated among students by providing equal opportunity to all the students in community immersion activities.

- The college declare holiday on all major festivals like Ramzan, Meelad-un-Nabi, Pongal, Deepavali, Onam, Christmas etc., which help students to realize the importance of cultural differences in the nation.

- A choice of languages like Urdu, Tamil, Hindi and French are offered under Part I that supports the students those are from different community and region.

- The Seerathun Nabi Celebration had been a spiritual feast of Prophet's (PBUH) noblest Sayings that illuminated the campus with the brilliance of devotion and faith.

- Students from socio-economically disadvantaged backgrounds are given fee concessions and scholarships by the College Management, Government, NGO, Alumni Association, etc.

- College provides funds for 'Flag Day' to The National Foundation for Communal Harmony.

The college evinces immense interest in celebrating the historically important days like

- Independence Day

- Republic Day

- Martyr's Day

- Youth Awakening Day

- Teachers Day

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

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

The college sensitize constitutional commitments through various activities. The college regularly conducts events like Independence Day, Republic Day, Seerathun Nabi Celebration, Professional Ethics, etc. to refresh role of teachers and students in constitutional obligations. The teachers and Students are required to follow code of conduct as prescribed by statutory bodies, be responsible and take ownership of their actions. The college encourage teachers and students to take part in the celebrations of national importance like Independence Day and Republic Day. The College arrange a special lecture on Independence and Republic Day regularly in which one of the senior staff member is selected to address the staff and students on the core values of the Constitution including the rights and duties of the responsible citizens. The college conducts Gandhian thought An Examination to inculcate the rights, duties and responsibilities, which was adopted in the life and selfless services of Mahatma Gandhi. The Youth Awakening Day is celebrated in the Birth Anniversary of Dr. A.P.J. Abdul Kalam as a day of pride and glory on 15th October. The academic integrity and respect for diverse groups are insisted through various compulsory courses in curriculum.

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

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There	A. All of the above

is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

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

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

The college plans and assign the appropriate activities to increase consciousness about national and international commemorative days, events and festivals and sets the target for the whole year.

The Republic Day and Independence Day are celebrated by hoisting the national flag and invoke the core values of the Constitution including the rights and duties of the responsible citizens to staff and students.

The Birth Anniversary of Former President of India Dr. A.P.J Abdul Kalam, Youth Awakening Day is celebrated. This programme highlighted the achievements of Abdul Kalam.

The College celebrate "International Women's Day" and conducts programmes like seminars/Inter-Class Competitions to promote Gender Equity and Sensitization to the students.

To tribute the services rendering by the teachers, on the Birth Anniversary of Sir Sarvepally Radhakrishnan, Teachers day was celebrated.

The United Nations announced 2019 as the International Year of

the Periodic Table of the Chemical Elements to highlight its first publication in 1869. This is celebrated by conducting a Intra-Department Quiz Competition and awarded prizes to the winners.

World Water Day is celebrated with various themes like Nature based Water Solutions, Global Water Crisis, etc. On this day seminar were staged to highlight the importance of water to the students.

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

7.2 - Best Practices

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

1. Title of the Practice

Practicing Experiential Learning.

2. Objectives of the Practice

- To effectuate the teaching and learning process in the Campus.
- To produce skilled graduates for our youngest nation.
- To emphasize on the development of cognitive skills of students as stated in NEP - 2020.
- To involve students in teaching and learning for enhanced experiences.
- To nourish students with core competencies and concepts, which help them to get jobs.
- To transform the prospective Vision for India's Higher Education into a practical reality.

3. The Context

 India can be called as one of the youngest nations in the

world having more than 62% of its population in the age group of 15-59 years out of which around 54% are below 25 years of age. It must be taken seriously that one of the immediate actions needed to enhance the quality of higher education is to re-design the higher education curriculum of all the courses in order to teach the students what is relevant in the present modern age.

One of the Vision of the Institution is to offer need-based, Job-oriented Courses of study relevant to the society. And hence it continues to provide quality education to graduates to become employable. One of the prospective Vision for India's Higher Education is to improve the quality of teaching and learning process, because the education system is affected badly by poor quality teaching, outdated methods of transaction, rigid curricula and pedagogy, lack of accountability and quality assurance. Our Institution is working towards achieving success by overcoming these constraints by providing quality education.

4. The Practice

The experiential learning is a process of learning through experience and is more specifically defined as "learning through reflection on doing". The experiential learning enhances the teaching and learning process that makes learning relatable to students. Students can build on what they already know and are provided with opportunities to make connections between new concepts and existing ones, which increases the effectiveness of learning and also helps students to develop and acquire skills like critical thinking, problem solving, decision making, etc.

In 2018, a restructured curriculum was prepared by the Institution, which includes upgradation of pedagogy together with modernizing the training of teachers totally based on a vision. Recently, the Curriculum was strengthened by adding courses like Internship, Professional English, Communicative English, Skill Oriented Course, Professional Courses, etc., which engage students in direct experience and focused reflection in order to increase knowledge, develop skills, etc.

The following are the list of few courses introduced in 2018 Regulation related to skill orientations that require experiential learning.

Course Code

Course Name

U18SPH601

Embedded Systems II

U18EPH604

Introduction to C Programming

U18EINP51

Internship

U18MMA604

Programming Language in C

U18MMAP61

Programming Language in C – Practical

U18EMAP51

Mathematical Statistics

U18AHS101

Studies on States and Government-I

P18ECM103

Computer Application in Business

U18SBAP51

Automation Lab-I

U18MBAP60

Major Project

U18SKS601

Office Management

U18EKSP61

Institutional Training and Project

U18SKSP51

Practical Microsoft Office Lab (SBS – III)

U18ECH501

Spectroscopic Techniques

U18SCH301

Water Treatment & Analysis

The following are few pedagogical techniques adopted to enhance the skills of the students

Teaching Methodology

Students Activity

Expected Outcomes (Blooms)

Educational Tours are necessary to be undertaken by students to gain a more practical understanding of their area of study

Participate

Observe

Analyse

Listen

Comprehends

Applying

Analyzing

Understanding

Remembering

Poster presentation

Create

Participate

Analyse

Comprehend

Creating

Applying

Analyzing

Understanding

Remembering

Models

Observe

Analyse

Listen

Realize

Analyzing

Understanding

Remembering

Demonstration, which helps students to understand the concept clearly

Participate

Observe

Analyse

Listen

Comprehend

Creating

Applying

Analyzing

Understanding

Remembering

Field Visitis very helpful for supplementing the theoretical knowledge. It aids to interlink the facts with the practicalfieldand teaches core competencies.

Applying

Analyzing

Understanding

Remembering

Industrial visitis to provide an exposure to students about practical working environment

Applying

Analyzing

Understanding

Remembering

Industry-Academia Collaboration

As part of NEP - 2020, the college has institutionalized several activities under Industry-Academia Collaboration. As part of industry-academia collaboration, many experiential learning practices were also planned and executed that effectively influenced the teaching and learning processes as described in the given below table

Sl.No.

Activity

Name of the institution/Department Collaborated

Organization with which MoU is signed

1

Industrial Visit

Department of Chemistry, C. Abdul Hakeem College (Autonomous), Melvisharam

AH Group, Ranipet

2

Students Seminar

Department of Urdu,

C. Abdul Hakeem College (Autonomous), Melvisharam

Government Degree College, Rayachoty, Kadapa

and

Justice Basheer Ahmed Sayeed College for Women (Autonomous), Chennai.

3

Internship

C. Abdul Hakeem College (Autonomous), Melvisharam

Footwear Design and Development Institute,

Ministry of Commerce & Industry,

Government of India

4

Coaching & Training

C. Abdul Hakeem College (Autonomous), Melvisharam

Varanda Learning Solutions and Pvt Ltd, Chennai

and

Thivya IAS Academy, Ranipet

5

Projects

Department of Business Administration, C. Abdul Hakeem College (Autonomous), Melvisharam

Timber Wood Industry, Vellore,

and

Rahman Leather Exports, Ranipet

6

Vocational Training

Department of Commerce, C. Abdul Hakeem College (Autonomous), Melvisharam

Tally Institute of Learning, Vellore

and

New Technology, Coimbatore

7

Add – On Courses

Department of Physics,

C. Abdul Hakeem College (Autonomous), Melvisharam

Thinkin Lab

Constraints/ Limitation

- ○ Time consuming,
- ○ Intense training to teachers is required,
- ○ Students' participation is essential for effective implementation,
- ○ Teachers' involvement is needed in planning and execution, etc.

5. Evidence of Success

Students coming from various educational backgrounds feel happy with the student-centered pedagogy and skilled based courses, which was evidenced from students' feedbacks, students' involvement and their improved pass percentage i.e., 92%.

Majority of the students have authorized that the quality of teaching-learning process in the Institution is very good and on par with the high standards, which was obtained in the students' satisfaction survey of 2019-2020 about our institute.

The following snaps given below indicate the effective involvement of students in the teaching-learning transactions

6. Problems encountered and Resources Required

Any practice is like an adventure. It is an academic adventure to arrive at the destination by overcoming the hurdles on the way. The success of higher educational institutions depends on the quality and engagement of its faculty. Hence, training the

teachers is an essential and foremost action to initiate this practice. For the past three years, the IQAC has been striving hard to institutionalize this practice. The institutionalization of this practice is under progress, which will help the college to achieve academic excellence.

File Description	Documents
Best practices in the Institutional website	https://cahc.edu.in/2022/03/practicing-experiential-learning/
Any other relevant information	https://cloud.cahc.edu.in/index.php/s/TatyMtdStZb8qmN

7.3 - Institutional Distinctiveness

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

One of the visions of the institution is to promote research for the betterment of the human society and community of people in rural areas. To account for this, the institution is providing means and media for research and development at nation-wide. The Resource Hub of the college has widened its spectrum of research activities by receiving financial assistance from DST FIST. The College has received a grant of Rs. 66 Lakhs from DST-FIST Program for the second time, to strengthen research facilities in the college.

The main objective of the DST FIST is to develop basic infrastructure facilities for promoting Research and Development activities in the college. The development in the campus due to DST-FIST are

- Strengthened the Infrastructure by upgrading existing facilities in the laboratory.

- Organized hands-on training for research aspirants.

- More papers were published in reputed Journals.

- Motivated colleges to apply for DST-FIST programme.

- Encouraged students towards higher education.

Outcome

After the implementation of DST—FIST, the quality of research has been improved significantly in terms of paper publication, Ph.D. scholars, projects, etc. The DST—FIST recognizes our college under the BEST PRACTICES Category for preparing a case study out of 610 projects implemented across the Southern Region.

File Description	Documents
Appropriate link in the institutional website	https://aahl.res.in/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To introduce B.Com. (Computer Application) Programme

To update Computer Laboraotry

To motivate the staff to publish more papers in National and International Journals

To encourage the staffs members of Arts and Humanities to apply forresearch projects

To nominate advanced learners as the group leaders to help the slow learners in the end semester examination.

To offer more job oriented and skill based certificate courses

To organize workshop and seminars for appltitude and communication skills to enable the students to perform well in the campus drive

To organize coaching classes for the competitive examinations at State and National Level