# C. ABDUL HAKEEM COLLEGE (AUTONOMOUS)

**Affiliated to Thiruvalluvar University**
**Accredited by NAAC with CGPA of 3.5 at A$^+$ Grade (3$^{rd}$ Cycle)**

**HAKEEM NAGAR, MELVISHARAM - 632 509,**
**RANIPET DISTRICT.**



**SUBMISSION**
**OF**

## ANNUAL QUALITY ASSURANCE REPORT (AQAR)
## FOR THE YEAR 2021 - 2022

**TO**



## National Assessment and Accreditation Council,
*An Autonomous Institution of the University Grants Commission*
**P. O. Box No. 1075, Nagarbhavi, Bangalore -560072, India.**

**Submitted on 08.09.2023**
**Accepted on 20.09.2023**

**(AQAR - 2021-22)**
**www.cahc.edu.in**

# YEARLY STATUS REPORT - 2021-2022

## Part A

## Data of the Institution

**1.Name of the Institution**                    C. Abdul Hakeem College (Autonomous)

- 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                    04172266487

- Alternate phone No.                           04172266987

- 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          **itops@cahc.edu.in**

**3.Website address (Web link of the AQAR (Previous Academic Year)**          https://cahc.edu.in/wp-content/uploads/2022/03/AQAR-2020-2021-Accepted-cahc-pdf.io_.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/2022/01/2021-2022-Calender.pdf

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|-------|-------|------|-----------------------|---------------|-------------|
| **Cycle 3** | **A+** | **3.50** | **2022** | **21/09/2022** | **20/09/2027** |

**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 | 28/10/2021 | 28.7192 Lakhs |
| C. Abdul Hakeem College (MMES) | Coaching for Muslim students for Civil Service/ other Govt. Service examinations | Central Waqf Council (Ministry of Minority Affairs, Government of India) | 07/09/2021 | 22.5 |
| 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 | 28/10/2021 | 239 |
| Dr. A.S. Sahul Hameed- PI | Production, nano-delivery and validation of viral vaccine against nodavirus of | DBT | 26/10/2021 | 12.87679 |

| | fish | | | |
|---|---|---|---|---|
| Dr. A.S. Sahul Hameed- PI | National Surveillance Programme for Aquatic Animal Diseases | ICAR-NFDB | 11/10/2021 | 6.46573 |
| 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 | 17.7016 |
| 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.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 |
| C. Abdul Hakeem | Coaching for Muslim | Central Waqf Council | 25/06/2021 | 45 |

| College (MMES) | students for Civil Service/ other Govt. Service examinations | (Ministry of Minority Affairs, Government of India) | | |
|---|---|---|---|---|
| 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 (Major) | 03/06/2021 | 63.5123 |

**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**    **12**

- 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)**

**1. Strengthening of Outcome Based Education (OBE) 2. Question Paper Design based on OBE 3. Reinforced Placement and Training Cell 4.**

Integrate ICT in Teaching and Learning 5. Institutionalize New Education Policy - 2020

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| Organize Field Visits/Industrial Visits for Internship | 969 Students benefitted |
| Improve the Students Placements | 254 |
| Improve the Students Progression to Higher Education | 197 |
| Capacity Development Programme to teaching and non-teaching staffs | 12 |
| Value Added Courses conducted | 21 |

**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 | 28/09/2021 |

**14.Was the institutional data submitted to AISHE ?**     Yes

- Year

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1.Name of the Institution** | `C. Abdul Hakeem College (Autonomous)` |
| • 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 | `04172266487` |
| • Alternate phone No. | `04172266987` |
| • 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** |
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| • IQAC e-mail ID | **itops@cahc.edu.in** |
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| | |
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| | | | | |
|---|---|---|---|---|
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| | Network Programme | | | | |
|---|---|---|---|---|---|
| C. Abdul Hakeem College (MMES) | Coaching for Muslim students for Civil Service/ other Govt. Service examinations | Central Waqf Council (Ministry of Minority Affairs, Government of India) | 25/06/2021 | 45 |
| 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 (Major) | 03/06/2021 | 63.5123 |

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| - 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 | |

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| Value Added Courses conducted | 21 |

| **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 | 28/09/2021 |

| **14.Was the institutional data submitted to AISHE ?** | Yes |
|---|---|

• Year

| Year | Date of Submission |
|---|---|
| 2021-2022 | 15/02/2023 |

## 15.Multidisciplinary / interdisciplinary

- The Curriculum Structure is designed to offer a holistic and multidisciplinary approach, which aim to develop all capacities of humans like Cognitive, Affective and Psychomotor in an integrated manner. These domains help students to develop capacities required for the 21st century in fields across the arts, humanities, languages, sciences and social sciences.
- The skill-based courses offered under Part IV of the Programme are aimed at imparting Advanced Skill required today.
- More than 15 non-major papers are offered in various discipline that provides flexibility to the students, which they can select based on their learning needs.
- The curriculum is further strengthened by introducing computer-based papers in B.Sc. (Maths), B.Com., B.B.A., B.Com., (CS.), etc. to impart a thorough knowledge of computer applications among students.
- A new course titled "Internship" is introduced in the curriculum to enhance the career development opportunities of students by providing real world experience that will enable them to experience what they have learned.
- All extra-curricular activities like NSS/NCC/Sports/YRC Programme and other cocurricular activities like MOOC, Value Added Courses, Usage of Library, etc., are considered as part of the Extension Activities under part V of the Programme.
- To make the definition a practical reality, the college has included topics of thematic significance related to Fundamental Rights, Environmental Protection, Professional Ethics and Values in its curriculum to train the students to be ethically perfect and morally alert.

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

- The College follows Choice Based Credit System (CBCS) and Elective System to meet the Local, Regional, National and Global needs, which inculcates social orientation, fosters competency and employability prowess in line with the Institutional Vision.
- The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising allied/elective and non-major courses.

- As of now, the students are encouraged to undergo courses in SWAYAM/NPTEL portal and other platforms like Coursera,

TCS iON, etc. The credits acquired through MOOCs platforms are considered as part of the Extension Activities under part V of the Programme.

- The credits transfer system into the academic record of the students for the courses undergone on the SWAYAM/NPTEL will be included in the upcoming regulation as stated in Academic Bank of Credits of UGC.

## 17.Skill development:

- The Curriculum Structure is designed to offer a holistic and comprehensive education to students.
- The curriculum is updated from time to time and new courses are introduced to focus on Employability, Skill development and Entrepreneurship.
- The skill-based courses are integrated in the curriculum itself.
- The skill-based courses offered under Part IV of the Programme are aimed at imparting Advanced Skill to suits the need of 21st century.
- The curriculum is further strengthened by adding some computer-based papers in B.Sc. (Maths), B.Com., B.B.A., B.Com., (CS.), etc. to impart the computer knowledge among students.
- To enhance and develop the vocational needs, a new paper titled "Internship" was introduced to help them experience reality in tune with what they have learned.
- As per the direction of Thiruvalluvar University and TANSCHE, Professional English and Communicative English were introduced in 2018 regulation to improve the communication skills of the students.

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

- The college has well-established policy to promote research.
- The college has already integrated Indian Knowledge System in its policy, which preserves and disseminates for further research and societal applications.
- The Aquatic Animal Health Laboratory (AAHL) of our college is actively involved in research on disease of economically important aquatic animals.
- The objective of AAHL is to carry out research work on disease of aquatic animals particularly on developing diagnostics and control and preventive measures.

- 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.
- The AAHL provides repository for cell lines of different fish species and also provides training on how to handle the fish cell lines for various applications like developing diagnostics and vaccines for fish viral diseases, toxicological studies and drug screening.
- The benefitted Research Organizations from this Centre so far are Jawaharlal Nehru University, New Delhi; Bharathiar University, Coimbatore; Regional Centre of NEERI, Chennai and many other institutions.

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

- The college has adopted Outcome Based Education (OBE) from 2018-2019, as per the direction of UGC.
- OBE is an important element of change in the curriculum structure that defines its aims, specifies its processes and reflects its outcomes.
- This OBE plan is like a forerunner from the present to the future, which will help students' in achieving set targets and lead to societal progress.
- The effective implementation of OBE needs proper planning, hence the IQAC is regularly organizing seminars and workshops to understand the nuances of OBE.
- The key issues addressed and communicated to all teachers by the IQAC in the organized programmes are
    - Whether the written Outcomes are specific, measurable and achievable?
    - Whether the adopted teaching methods are aligned with the written Outcomes?
    - Whether the designed assessment tools are aligned to the expected Outcomes?

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

- The institution is planning to offer programmes in online mode after fulfilling the minimum requirements stated by UGC.

# Extended Profile

**1.Programme**

| 1.1 Number of programmes offered during the year: | 32 |
|---|---|

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

**2.Student**

| 2.1 Total number of students during the year: | 2981 |
|---|---|

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

| 2.2 Number of outgoing / final year students during the year: | 1017 |
|---|---|

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

| 2.3 Number of students who appeared for the examinations conducted by the institution during the year: | 2663 |
|---|---|

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

**3.Academic**

| 3.1 Number of courses in all programmes during the year: | 657 |
|---|---|

| 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 | <u>View File</u> |

| 3.3 <br><br> Number of sanctioned posts for the year: | **112** |
| --- | --- |

| **4.Institution** | |
| --- | --- |
| 4.1 <br><br> Number of seats earmarked for reserved categories as per GOI/State Government during the year: | **520** |
| 4.2 <br><br> Total number of Classrooms and Seminar halls | **46** |
| 4.3 <br><br> Total number of computers on campus for academic purposes | **231** |
| 4.4 <br><br> Total expenditure, excluding salary, during the year (INR in Lakhs): | **143.30061** |

# 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 Curriculum is designed based on the guidelines proposed by the UGC, The Tamil Nadu State Council for Higher Education and Thiruvalluvar University. The designed curriculum follows Choice Based Credit System (CBCS) and Elective System. The curriculum is having relevance to the Local, Regional, National and Global developmental needs, which inculcate social orientation, foster competency and employability skills. The Curriculum is updated by getting the valuable feedbacks from Teachers, Alumni, Students and Industry Representatives. 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. The Curriculum was further strengthened by skill oriented courses like 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/2021/08/CAH-REGU-2020-21-Faizu-with-Cover.pdf](https://cahc.edu.in/wp-content/uploads/2021/08/CAH-REGU-2020-21-Faizu-with-Cover.pdf) |

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

**1**

| 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**

**2**

| 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

**Gender Equity:**

**The college encourage both the Genders by providing quality higher education 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 stages seminars by inviting Women scholars as resource persons as a tribute to Women.**

**Environment and Sustainability**

**The College offers a compulsory course titled Environmental Studies for all the First Year UG Students. The course also encourages the young minds to adopt sustainable development**

**strategies.**

**Human Values and Professional Ethics**

**The College concern about the values among the students by offering mandatory courses, "Value Education" and "Human Rights" as an Integral part of the Curriculum for UG and PG Students respectively. In addition, "Business Ethics" in M.Com. and "Research and Publication Ethics" in all the Research Programmes were introduced to uphold ethics in their profession.**

| File Description | Documents |
|---|---|
| Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum | View File |
| Any additional information | View File |

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

**21**

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

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

**1319**

| 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**

**969**

| 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://cahc.edu.in/iqac/ |
| Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management | View File |
| Any additional information | View File |

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

| File Description | Documents |
|---|---|
| Provide URL for stakeholders' feedback report | https://cahc.edu.in/iqac/ |
| 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

1058

| 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)

**720**

| 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 yard stick 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 test and segregates the slow learners from the advance 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 assignment, whereas advance learners are encouraged to take up seminar and lead the group discussion forum.
- The advance 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.
- Advance learners are motivated to take part in seminar, conference, workshop, etc. and guided properly to fair 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://cahc.edu.in/e-resources/](https://cahc.edu.in/e-resources/) |

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

| Year | Number of Students | Number of Teachers |
|---|---|---|
| 31/05/2022 | 2981 | 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 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 method 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,
  - Brain storming, etc.

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

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, assignment 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

**112**

| 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 qualification 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 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 | View File |

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

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)

1451

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

## 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

**7**

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

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

**186**

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

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 data base 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 in 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 automation system developed by IGraphix and update it 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 in aligned with College Vision and Graduate attributes (GAs). Graduate Attributes are a set of generic Knowledge, Skills and Attitudes considered essential for all graduate of the 21st century. The POs were finalized and communicated to all the teachers by conducting orientation programme, Workshop, 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 time to time during the course of teaching.
  - Feedback Analysis – Based on the feedbacks 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 course 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/wp-content/uploads/2022/03/2.6.2-C-Guidelines-for-Question-Paper-Setting-OBE-Model.pdf |

## 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

**823**

| 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/afwxnWGQQEksA76 |

## 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/2023/08/2.7.1-Student-Satisfaction-Survey-Report-2021-2022.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 promote research culture in the minds of rural students to transform the outcome of learning into beneficial fruits for societal progress.

The Research Hub on the campus has established to extend its services to whoever or whatever needful be. 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.

The Research Advisory Committee of the college promotes a culture of research, through an interdisciplinary and multidisciplinary approach, and aims at motivating students and faculty at undergraduate and post graduate levels to undertake and pursue research. The Council also oversees maintenance of integrity and ethical practices.

The sophisticated Research Instrumentation Facilities are available in the college campus for the promotion of research, they are; High Performance Liquid Chromatography (HPLC), UV/Visible Spectrophotometer, Fourier Transform Infrared Spectroscopy, Electrochemical Workstation (AUTO LAB), 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.

| 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)**

**3.25**

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

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

**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 | View File |

**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)**

**771.8592**

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

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

12

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional Information | https://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**

37

| 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://cahc.edu.in/research/list-of-projects/ |
| Any additional information | View File |

**3.3 - Innovation Ecosystem**

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

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](View File) |
| Paste link for additional information | https://cahc.edu.in/research/research-facilities/ |

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

12

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

## 3.4 - Research Publications and Awards

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

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

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

**3.4.2.1 - Number of PhD students registered during the year**

**76**

| 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**

`70`

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

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

`11`

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

### 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

`521`

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

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

### 3.4.6.1 - h-index of Scopus during the year

`10`

| 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)

**0.36**

| 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

**31.65**

| 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 | View File |

## 3.6 - Extension Activities

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

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 is 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/ |

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

8

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

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

**46**

| 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**

**2981**

| 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**

**61**

| 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 | View File |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**4.1.1**

**Classrooms and Seminar Halls**

- **All the 46 classrooms 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, 50 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/infrastructure/ |

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)

**53.62348**

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

### 4.2 - Library as a Learning Resource

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

**The library has installed the automation software iGrapix 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

iGrapix

Nature of automation (fully or partially)

Fully Automated

Version

Customized

Year of automation

2012

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 OPAC
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)**

**10.5277**

| 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**

**772**

| 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, iGraphix software was 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.

The College has High Speed Internet Connectivity, which is regularly increased based on the requirement. Currently, the college has 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 are increased to 41. Similarly, lecture capture system was installed to develop e-contents recently.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [www.hakeemcollege.in]() |

## 4.3.2 - Student - Computer ratio

| Number of Students | Number of Computers |
|---|---|
| 2981 | 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/@hakeemcollege |
| 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)

**89.67713**

| 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 class rooms, 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

2507

| 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**

**1496**

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

| 5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Link to Institutional website | https://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**

**1651**

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

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

| File Description | Documents |
|---|---|
| Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |
| Upload any additional information | View File |

## 5.2 - Student Progression

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

**254**

| 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

**197**

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

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

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

**4**

| 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

**36**

| 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://cahc.edu.in/iqac/ |

**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 | View File |

## 5.4 - Alumni Engagement

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

- **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** | C. 5 Lakhs - 10 Lakhs |
|---|---|

**during the year**

| 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/administration/ |

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 vice president of college union, office superintendent and other administrative staffs. 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 Co-ordinator 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/administration/ |

## 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

   1. Curriculum-Structure Design

2. Curriculum-Review & Revise
3. Curriculum-Flexibility & Enrichment

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

1. 2014-2015 Regulation – Followed Thiruvalluvar University
2. 2015 Regulation – Introduction and revision of courses is limited
3. 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/programmes/ |
| 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/organogram/ |

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

| File Description | Documents |
| --- | --- |
| ERP (Enterprise Resource Planning) Documen | View File |
| Screen shots of user interfaces | View File |
| Details of implementation of e-governance in areas of operation | View File |
| Any additional information | View File |

## 6.3 - Faculty Empowerment Strategies

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

The 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**

8

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

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

12

| 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.)**

34

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

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

- **The 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 | https://cahc.edu.in/academics/academic-calendar/ |

**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 | View File |
| Details of funds / grants received from non-government bodies, individuals, philanthropists during the year | View File |
| Any additional information | View File |

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

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.
4. Funds from Government for scholarships.
5. Contribution from Melvisharam Muslim Educational Society.
6. Scholarships for Students from NGOs.
7. Funds mobilized through Endowments.
8. 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 | https://cahc.edu.in/academics/academic-calendar/ |

## 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://cahc.edu.in/programmes/](https://cahc.edu.in/programmes/) |

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 discipline. 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 focus 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/programmes/ |

| **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 | [View File](#) |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

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/research/research-guides/ |

| **7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy      Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment** | A. Any 4 or All of the above |
|---|---|

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

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

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

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

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

| 7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: <br><br> 1. Green audit <br> 2. Energy audit <br> 3. Environment audit <br> 4. Clean and green campus recognitions/awards <br> 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |
|---|---|

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

| 7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc. | A. Any 4 or all of the above |
|---|---|

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

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

- **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**

1. **Independence Day**
2. **Republic Day**
3. **Martyr's Day**
4. **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** | **A. All of the above** |
|---|---|

| | |
|---|---|
| **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

Service-Oriented Research activities for Societal Welfare

2. Objectives

- To train students to be relevant to social issues for societal welfare.
- To create a knowledgeable and Skilled Nation as represented in NEP – 2020.

3. The Context

As stated in NEP – 2020, "Clause 9.1.3.". to implement this, the Chief goal of the Institution in the realms of search and research is that the outcome should be beneficial to the society.

4. The Practice

To fulfill these cherished Objectives, the college imparts ample training to researchers to be the Messiahs of the society and the angels of goodwill. They are groomed so well that they can render maximum assistance in times of need and emergent necessity to

redress the grievance of Prawn-Cultivators.

**5. Evidence of Success**

The samples that were screened under National Surveillance Programme for Aquatic Animal Diseases and the Database on Diseases of Aquatic Animal Prevalent in Selected District of Tamil Nadu, Andhra Pradesh, West Bengal, Pondicherry, etc., are given the below link

Weblink: http://www.aahl.res.in/surveillance-programme-for-aquatic-animal-diseases/

**6. Problems encountered and Resources Required**

As the college has proper planning and proper execution, it experiences no problem in any segment of activity. Even if any unexpected problem or hindrance arises, it has talented staff to overcome it or to nullify it in the bud itself.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://cahc.edu.in/2022/03/service-oriented-research-activities-for-societal-welfare/ |
| Any other relevant information | https://cahc.edu.in/2022/03/service-oriented-research-activities-for-societal-welfare/ |

## 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 the 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 number of 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 recognize our college under BEST PRACTICES Category for preparing a case study out of 610 projects implemented across Southern Region.

| File Description | Documents |
|---|---|
| Appropriate link in the institutional website | https://cahc.edu.in/research/ |
| Any other relevant information | View File |

### 7.3.2 - Plan of action for the next academic year

- To introduce computer oriented programme at UG level
- To introduce more skill and ability enhancement courses as prescribed by NEP-2020
- Curriculum Enrichment based on Outcome Based Education
- To introduce MOOCs/Value Added Courses in Curriculum
- To strengthen the Career Guidance and Placement Cell
- To encourage staffs and students for the Promotion of Research