



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

VOORHEES COLLEGE

- Name of the Head of the institution **Dr. A. NELSONVIMALANATHAN**
- Designation **PRINCIPAL I/C**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04162220317**
- Mobile no **9380839998**
- Registered e-mail **iqac@voorheescollege.edu.in**
- Alternate e-mail **vorhees1898@gmail.com**
- Address **No.1,Officers Line**
- City/Town **Vellore**
- State/UT **Tamil Nadu**
- Pin Code **632001**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **Thiruvalluvar University**
- Name of the IQAC Coordinator **Dr. D. Jaikumar**
- Phone No. **04162900319**
- Alternate phone No. **04162220317**
- Mobile **9443037437**
- IQAC e-mail address **iqac@voorheescollege.edu.in**
- Alternate Email address **tsdjaikumar@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://voorheescollege.edu.in/wp-content/uploads/2023/06/aqar_report-2019-2020.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://voorheescollege.edu.in/wp-content/uploads/2020/11/2020-2021.pdf>

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|----------|--------------|-----------------------|-------------------|-------------------|
| Cycle 1 | A | 85.05 | 2005 | 21/09/2005 | 20/09/2010 |

6. Date of Establishment of IQAC

01/06/2007

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|------------|----------------|-----------------------------|----------|
| Nil | Nil | Nil | 0 | 0 |

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the 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. Faculty Development programme was conducted for teachers to upgrade and strengthening online teaching through e-content (google meet and zoom).

2. Students counseling programme was conducted for mental health during the COVID-19 pandemic period.

3. Webinars was conducted as research guidance for PhD research scholars through online. It was useful to improve knowledge among students.

4. G-Suit was purchased to take classes through online.

5. Provisions were supplied to poor and needy people nearby the college premises as extensional activities. i.e., Suriyakulum, RS Nagar, Old Town and Vasanthapuram.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

| Plan of Action | Achievements/Outcomes |
|---|---|
| <p>Identify Needs: Conduct a thorough assessment to identify the specific needs of faculty members regarding online teaching and e-content delivery. This can be done through surveys, focus groups, and individual consultations. Gather feedback on challenges, areas for improvement, and desired outcomes.</p> | <p>Enhanced Online Teaching Competence: Faculty members will develop a strong understanding of online teaching techniques, pedagogical strategies, and effective use of Google Meet and Zoom platforms. They will gain confidence in navigating the virtual classroom environment and utilizing interactive features to engage students effectively.</p> |
| <p>Design Customized Training Program: Develop a faculty development program that addresses the identified needs and focuses on upgrading and strengthening online teaching skills. The program should include modules on e-content creation, effective use of Google Meet and Zoom platforms, interactive teaching strategies, and assessment methods for online learning</p> | <p>Improved E-content Development Skills: Faculty members will acquire the necessary skills to develop engaging e-content, including multimedia resources, presentations, and interactive materials. They will learn to align e-content with learning objectives, promote active learning, and ensure accessibility for diverse learners.</p> |

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| Nil | Nil |

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

| | |
|--|------------------------------------|
| 1.Name of the Institution | VOORHEES COLLEGE |
| • Name of the Head of the institution | Dr. A. NELSONVIMALANATHAN |
| • Designation | PRINCIPAL I/C |
| • Does the institution function from its own campus? | Yes |
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| • Registered e-mail | iqac@voorheescollege.edu.in |
| • Alternate e-mail | vorhees1898@gmail.com |
| • Address | No.1,Officers Line |
| • City/Town | Vellore |
| • State/UT | Tamil Nadu |
| • Pin Code | 632001 |
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| • Type of Institution | Co-education |
| • Location | Urban |
| • Financial Status | Grants-in aid |
| • Name of the Affiliating University | Thiruvalluvar University |
| • Name of the IQAC Coordinator | Dr. D. Jaikumar |
| • Phone No. | 04162900319 |

| | | | | | |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Alternate phone No. | 04162220317 | | | | |
| • Mobile | 9443037437 | | | | |
| • IQAC e-mail address | iqac@voorheescollege.edu.in | | | | |
| • Alternate Email address | tsdjaikumar@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://voorheescollege.edu.in/wp-content/uploads/2023/06/agar_report-2019-2020.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://voorheescollege.edu.in/wp-content/uploads/2020/11/2020-2021.pdf | | | | |
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| Cycle 1 | A | 85.05 | 2005 | 21/09/2005 | 20/09/2010 |
| 6.Date of Establishment of IQAC | | | 01/06/2007 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| Nil | Nil | Nil | 0 | 0 | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |
| 9.No. of IQAC meetings held during the year | | | 4 | | |
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | | | No | | |

| | | |
|--|---------------------------|--|
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | View File | |
| 10. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11. Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| <p>1. Faculty Development programme was conducted for teachers to upgrade and strengthening online teaching through e-content (google meet and zoom).</p> | | |
| <p>2. Students counseling programme was conducted for mental health during the COVID-19 pandemic period.</p> | | |
| <p>3. Webinars was conducted as research guidance for PhD research scholars through online. It was useful to improve knowledge among students.</p> | | |
| <p>4. G-Suit was purchased to take classes through online.</p> | | |
| <p>5. Provisions were supplied to poor and needy people nearby the college premises as extensional activities. i.e., Suriyakulum, RS Nagar, Old Town and Vasanthapuram.</p> | | |
| 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |
| | | |

| Plan of Action | Achievements/Outcomes |
|---|---|
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| <p>Design Customized Training Program: Develop a faculty development program that addresses the identified needs and focuses on upgrading and strengthening online teaching skills. The program should include modules on e-content creation, effective use of Google Meet and Zoom platforms, interactive teaching strategies, and assessment methods for online learning</p> | <p>Improved E-content Development Skills: Faculty members will acquire the necessary skills to develop engaging e-content, including multimedia resources, presentations, and interactive materials. They will learn to align e-content with learning objectives, promote active learning, and ensure accessibility for diverse learners.</p> |
| <p>13. Whether the AQAR was placed before statutory body?</p> | <p>No</p> |
| <ul style="list-style-type: none"> Name of the statutory body | |
| <p>Name</p> | <p>Date of meeting(s)</p> |
| <p>Nil</p> | <p>Nil</p> |
| <p>14. Whether institutional data submitted to AISHE</p> | |
| <p>Year</p> | <p>Date of Submission</p> |
| <p>2021</p> | <p>29/03/2022</p> |

| |
|--|
| <p>15.Multidisciplinary / interdisciplinary</p> |
| <p>Voorhees College is affiliated to Thiruvalluvar University. The College follows the syllabus framed by the parental university. In III and IV semester of UG courses, Non-Major Elective papers are offered to enrich the students in Interdisciplinary area and in I, II, III and IV semesters of PG courses, Open Elective papers are offered to enrich the students in Multi-Disciplinary area. The Non-Major and Open Elective papers are chosen from any department according to need of the hour and the choice of the students based on job opportunities in the respective sectors.</p> |
| <p>16.Academic bank of credits (ABC):</p> |
| <p>Academic Bank of Credits (ABC) system has not yet been introduced/implemented in the college. The Voorhees College plan to introduce and open the Academic Bank of Credits (ABC) in forthcoming years.</p> |
| <p>17.Skill development:</p> |
| <p>In III, IV, V and VI semester of UG courses, Skill-based Elective papers are offered to inculcate the the hidden talents and skills of the students in the academic area.</p> |
| <p>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</p> |
| <p>Due to COVID 19, theory classes and webinars were conducted through virtual mode.</p> |
| <p>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</p> |
| <p>Voorhees College, Vellore is affiliated and follows the curriculum designed by the parental University. The Thiruvalluvar University designing the curriculum based on Programme Outcome and Course Outcome and send it to all the affiliated colleges along with the syllabus every academic year.</p> <p>In the context of Voorhees College, OBE could involve several key components:</p> <ol style="list-style-type: none"> 1. Learning Outcomes: The college would articulate clear and specific learning outcomes that students are expected to achieve by the end of their programs or courses. These outcomes would typically be aligned with the college's mission, program objectives, and industry expectations. 2. Curriculum Design: The curriculum would be designed in a way |

that aligns with the identified learning outcomes. It would include learning activities, assessments, and resources that support students in achieving the desired outcomes.

3. **Student-Centered Approach:** OBE encourages active student engagement and participation in the learning process. It may involve learner-centered teaching strategies, collaborative learning, and opportunities for practical application of knowledge and skills.

4. **Assessment and Feedback:** Assessments would be designed to measure student achievement of the defined learning outcomes. These assessments could include a mix of exams, projects, presentations, portfolios, and other forms of evaluation. Feedback on students' performance would be provided to help them understand their strengths and areas for improvement.

5. **Continuous Improvement:** OBE promotes a culture of continuous improvement in education. Feedback from assessments and other sources would be used to identify areas for enhancement in the curriculum, teaching methods, or support services to ensure better student outcomes.

20.Distance education/online education:

Voorhees College has started Learners Support Centre (LSC2593) in Association with IGNOU for the year 2005 and Learners Support Centre (LSC730) in Association with University of Madras for the year 2006. The college offering 150+ Diploma, Certificate, UG, PG and Professional courses through Distance Education mode.

Voorhees College took suitable measures to make the process of teaching-learning through online mode hassle free during the COVID-19 pandemic induced lockdown. The immediate switch to the process of online teaching facilitated uninterrupted delivery of lectures during 2020-21. Due to this forced induction of technology in Higher Education, the Institution faced new challenges and opportunities and was successfully able to impart online education to most of the students of the college.

Extended Profile

1.Programme

1.1

158

Number of courses offered by the institution across all programs

during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

2.1 4253

Number of students during the year

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

2.2 650

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3 600

Number of outgoing/ final year students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic

3.1 144

Number of full time teachers during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.2 0

Number of sanctioned posts during the year

Extended Profile

1. Programme

| | |
|--|------------|
| 1.1 | 158 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2. Student

| | |
|------------------------------------|-------------|
| 2.1 | 4253 |
| Number of students during the year | |

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

| | |
|--|------------|
| 2.2 | 650 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|------------|
| 2.3 | 600 |
| Number of outgoing/ final year students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3. Academic

| | |
|--|------------|
| 3.1 | 144 |
| Number of full time teachers during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| 3.2 | 0 |
|---|---------------------------|
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 65 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 25625225 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 175 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Well-Planned Curriculum:

The college places great importance on meticulous curriculum planning to ensure a coherent and comprehensive learning experience. The syllabus, governed by the university, serves as the foundation for curriculum development. Faculty members, in collaboration with curriculum committees and academic leadership, plan the curriculum in a well-structured manner. They carefully analyze the subject matter, determine appropriate instructional strategies, and devise assessment methods to facilitate effective teaching and learning.

Documented Process:

Voorhees College maintains a well-documented process for curriculum delivery to ensure clarity and transparency. The documentation includes curriculum frameworks, course outlines,

and learning objectives that are aligned with the university syllabus. Detailed syllabi, lesson plans, and instructional materials are developed and documented to guide faculty members in delivering the curriculum effectively. The documentation serves as a valuable resource for both faculty members and students, providing clear guidelines and expectations for each course.

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

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

Preparation of Academic Calendar:

Voorhees College recognizes the importance of a well-structured academic calendar in ensuring effective planning and organization of educational activities. The college administration takes proactive measures to prepare the academic calendar for the following academic year during the month of May. This early preparation allows ample time for careful consideration of various factors, including national and state holidays, examination schedules, academic events, and other important milestones. The academic calendar is developed through a collaborative effort involving academic leadership, faculty members, and administrative staff.

Adherence to the Academic Calendar:

Once the academic calendar is finalized, Voorhees College demonstrates a strong commitment to adhering to it throughout the academic year. The calendar serves as a comprehensive guide for all academic activities, including class schedules, examinations, academic events, and Continuous Internal Evaluation (CIE). Faculty members, students, and staff members are expected to follow the calendar and participate in activities as per the designated timelines and schedules.

Continuous Internal Evaluation (CIE):

As part of the adherence to the academic calendar, Voorhees

College emphasizes the importance of Continuous Internal Evaluation (CIE). CIE refers to the ongoing assessment of students' progress and learning throughout the academic year. It includes various assessment methods such as assignments, quizzes, presentations, and projects. By conducting CIE as per the scheduled dates mentioned in the academic calendar, the college ensures that students are regularly evaluated, providing them with timely feedback and opportunities for improvement

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

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

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

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

0

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

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

0

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

1.3 - Curriculum Enrichment

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

Professional Ethics:

The college emphasizes the integration of professional ethics into the curriculum to instill ethical values and principles in students. Courses and modules incorporate discussions on ethical decision-making, integrity, social responsibility, and

professional conduct. By addressing professional ethics, Voorhees College aims to produce graduates who are not only knowledgeable in their respective fields but also possess strong ethical values that guide their actions in the workplace and society.

Gender:

Promoting gender equality and addressing gender issues is an integral part of Voorhees College's curriculum. The institution includes discussions on gender roles, stereotypes, and gender-based discrimination. Students are encouraged to critically examine societal norms and biases related to gender. By integrating gender into the curriculum, the college fosters a more inclusive and equitable learning environment.

Human Values:

Voorhees College recognizes the importance of nurturing human values such as empathy, compassion, respect, and tolerance. The curriculum incorporates modules that emphasize the development of these values, enabling students to understand and appreciate diverse perspectives, cultures, and beliefs.

Environment and Sustainability:

In line with global concerns for the environment and sustainability, Voorhees College integrates these issues into the curriculum. Students are educated on environmental challenges, conservation practices, and sustainable development. The curriculum promotes an understanding of the impact of human activities on the environment and encourages students to explore innovative solutions for a sustainable future.

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

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

2

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

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

5

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

1.4 - Feedback System

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

D. Any 1 of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://voorheescollege.edu.in/wp-content/uploads/2023/06/Student-Feedback-Form-2020-2021.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | View File |

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

B. Feedback collected, analyzed and action has been taken

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://voorheescollege.edu.in/wp-content/uploads/2023/06/Student-Feedback-Form-2020-2021.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1404

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

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

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

1404

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | No File Uploaded |

2.2 - Catering to Student Diversity

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

Voorhees College has implemented a comprehensive approach to address the needs of both slow learners and advanced learners. To assess their learning levels, the institution employs various assessment methods, such as CIA Tests, Continuous Monitoring, Standardized Assessments, and Special Programs for Slow Learners. These initiatives include Individualized Education Plans (IEPs) for students identified as slow learners, which outline specific goals, learning strategies, and accommodations. Additionally, Voorhees College has implemented standardized assessments to benchmark students' performance against national or international standards. Voorhees College offers remedial classes, one-on-one tutoring, special programs for advanced learners, and collaboration with parents. Remedial classes focus on reinforcing foundational concepts, providing additional practice, and employing differentiated instructional strategies, while one-on-one tutoring provides personalized attention and a supportive learning environment.

Special programs for advanced learners include enrichment programs, accelerated learning tracks, mentorship and research opportunities, and collaboration with parents. To address the needs of both slow and advanced learners, Voorhees College has implemented initiatives such as enrichment programs, accelerated learning tracks, mentorship and research opportunities, and collaboration with parents.

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

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 4253 | 144 |

| | |
|----------------------------|---------------------------|
| File Description | Documents |
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

For the academic year 2020-21, the institution has implemented various approaches, including experiential learning, participative learning, and problem-solving methodologies, to create a student-centered educational environment.

Experiential Learning: Experiential learning includes,

- **Field Trips and Excursions:** Students have been given opportunities to visit relevant industries, organizations, and cultural sites related to their fields of study.
- **Internship and Cooperative Education Programs:** Voorhees College has collaborated with various industries, companies, and organizations to provide students with internship and cooperative education opportunities.
- **Laboratory and Simulation Activities:** Science programs at Voorhees College incorporate laboratory experiments and simulation activities to allow students to explore and experiment with scientific concepts and principles.

Participative Learning: Participative learning includes,

- **Classroom Discussions and Debates:** Faculty members facilitate interactive classroom discussions and debates where students actively engage in exchanging ideas, perspectives, and opinions. .
- **Group Projects and Presentations:** Students are frequently assigned group projects that require collaboration, research, and presentation skills.
- **Peer-to-Peer Learning:** Voorhees College encourages peer-to-peer learning, where students are given opportunities to teach and learn from their peers.

Problem-Solving Methodologies: Problem-solving skills includes,

- **Case Studies and Simulations:** Students are presented with real-life case studies and simulations that require them to analyze complex situations, identify problems, and propose viable solutions.
- **Research Projects:** Students are encouraged to undertake research projects that involve investigating and finding solutions to significant challenges within their respective disciplines.
- **Critical Analysis and Reflection:** Students are encouraged to critically analyze and reflect on various subjects and topics.

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| Link for additional information | Nil |

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

At Voorhees College, teachers leverage ICT-enabled tools to enhance the effectiveness of the teaching-learning process. These tools encompass a wide range of technologies and digital resources that are integrated into classroom instruction. The following description outlines the utilization of ICT-enabled tools by teachers at Voorhees College:

1. **Multimedia Presentations:** Teachers employ multimedia presentations to deliver engaging and visually appealing content. By incorporating images, videos, animations, and interactive elements, teachers can effectively explain complex concepts, capture students' attention, and facilitate better understanding and retention of information.
2. **Google Classroom Online Learning Platforms:** Voorhees College utilizes online learning platforms to provide access to learning materials, assignments, and assessments. These platforms facilitate asynchronous learning, allowing students to review content at their own pace, submit assignments digitally, and receive immediate feedback from teachers.
3. **Communication and Collaboration Tools:** Teachers utilize various communication and collaboration tools such as email, discussion forums, and video conferencing platforms

to facilitate seamless interaction with students. These tools enable teachers to provide timely feedback, answer queries, and engage in online discussions, fostering active participation and collaborative learning.

4. **Educational Apps and Software:** Teachers incorporate educational apps and software specifically designed for academic purposes. These tools offer interactive exercises, quizzes, and games that reinforce learning and provide opportunities for self-assessment and independent study.

The integration of these tools into the teaching-learning process enhances the accessibility of educational resources, encourages active participation, and prepares students for a technology-driven world.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

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

2.3.3.1 - Number of mentors

96

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

2.4 - Teacher Profile and Quality

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

144

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

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

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

62

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

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

2.4.3.1 - Total experience of full-time teachers

1254

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

At Voorhees College, the mechanism of internal assessment is designed to be transparent and robust, ensuring fairness and accuracy in evaluating student performance.

1. **Transparency:** The internal assessment process at Voorhees College is transparent, ensuring that students have a clear understanding of the evaluation criteria and procedures. This transparency helps students to align their efforts and understand how their performance will be assessed.
2. **Frequency:** Internal assessments are conducted at regular intervals throughout the academic year. This allows for timely feedback, identification of strengths and weaknesses, and opportunities for improvement.
3. **Modes of Assessment:** The internal assessment mechanism incorporates a variety of modes to assess different aspects of students' learning. These may include written assignments, projects, presentations, practical demonstrations, quizzes, tests, and class participation.
4. **Objective Evaluation:** The assessment process emphasizes objectivity and fairness. Standardized marking schemes and rubrics are employed to ensure consistency in grading.
5. **Feedback and Remediation:** Following each assessment, detailed feedback is provided to students, highlighting their strengths and areas for improvement. This feedback enables students to reflect on their performance and take necessary steps for growth.
6. **Documentation and Record-Keeping:** Comprehensive records are maintained to document students' performance in internal assessments. These records serve as a valuable resource for tracking progress, identifying trends, and providing a holistic view of students' academic journey.

The transparent and robust mechanism of internal assessment at Voorhees College ensures that students' progress and achievements are accurately assessed, providing them with a fair opportunity to showcase their learning and receive constructive feedback.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

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

At Voorhees College, a transparent, time-bound, and efficient mechanism is in place to address internal examination-related grievances. The institution recognizes the importance of providing students with a fair and responsive process for handling any concerns or issues related to internal examinations.

1. **Transparency:** The process for addressing internal examination-related grievances is transparent, ensuring that students are aware of the steps involved and their rights. The guidelines and procedures for filing grievances are clearly communicated to students, outlining the necessary documentation, timelines, and channels for submitting complaints.
2. **Dedicated Grievance Cell:** Voorhees College has established a dedicated Grievance Cell responsible for handling internal examination-related grievances. The cell comprises experienced faculty members and administrative staff who are trained in dealing with such matters.
3. **Efficient Resolution Process:** The mechanism aims to efficiently resolve grievances through a structured process. The Grievance Cell conducts a thorough investigation, gathering relevant evidence and conducting interviews if necessary.
4. **Confidentiality and Privacy:** The mechanism respects the confidentiality and privacy of the students. Grievances are handled with utmost discretion, and personal information is protected to maintain the privacy of the individuals involved.

By implementing a transparent, time-bound, and efficient mechanism, Voorhees College ensures that students' internal examination-related grievances are addressed promptly and fairly. This process empowers students to voice their concerns, promotes a culture of accountability, and contributes to the overall integrity and credibility of the internal examination system.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

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

At Voorhees College, the institution ensures that program and course outcomes for all programs offered are stated, displayed on the website, and effectively communicated to teachers and students. The following is a list of programs offered by the institution, categorized into Shift I and Shift II:

Shift I:

1. B.A. Defence and Strategic Studies
2. B.A. Economics
3. B.A. English
4. B.A. History
5. B.A. Tamil
6. B.Com Commerce
7. B.Sc. Chemistry
8. B.Sc. Maths
9. B.Sc. Physics
10. B.Sc. Zoology
11. M.A. History
12. M.Com Commerce
13. M.Sc. Maths
14. M.Sc. Zoology

Shift II:

1. B.A. Defence and Strategic Studies
2. B.A. English
3. B.A. Tamil
4. B.B.A Business Administration
5. B.C.A. Computer Applications
6. B.Com Commerce
7. B.Sc. Chemistry
8. B.Sc. Computer Science
9. B.Sc. Physics
10. B.Sc. Botany
11. BSW Social Work
12. M.A. Economics
13. M.A. English
14. M.S.W. Social Work
15. M.A. Tamil
16. M.Sc. Chemistry

17. M.Sc. Computer Science
18. M.Sc. Physics
19. M.Sc. Botany
20. M.A. Defence and Strategic Studies

The program and course outcomes for each program are clearly stated and displayed on the institution's website. These outcomes define the expected knowledge, skills, and competencies that students should acquire upon completion of their respective programs. Faculty members are provided with these outcomes to align their teaching strategies and assessments accordingly. Additionally, students are informed about the program and course outcomes at the beginning of their academic journey to set clear expectations and goals for their learning.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

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

At Voorhees College, the attainment of program outcomes and course outcomes is evaluated as part of the institution's commitment to ensuring quality education through the following outlines:

1. **Assessment Methods:** Voorhees College utilizes various assessment methods to evaluate the attainment of program outcomes and course outcomes. These methods may include examinations, assignments, projects, presentations, practical demonstrations, laboratory work, and other forms of evaluation that align with the specific requirements of each program and course.
2. **Criteria and Rubrics:** Clear criteria and rubrics are established to guide the assessment process. These criteria outline the expected performance levels for each learning outcome, allowing for consistent and objective

evaluation.

3. **Continuous Evaluation:** The evaluation of program outcomes and course outcomes is conducted through continuous assessment throughout the duration of the program or course. This ensures that student progress and achievement are consistently monitored, providing feedback and opportunities for improvement along the way.
4. **Review and Analysis:** The institution reviews and analyzes the assessment results to identify trends, strengths, and areas for improvement. This review process helps in identifying the effectiveness of the curriculum, teaching methods, and learning resources in facilitating the attainment of desired outcomes.
5. **Feedback and Remediation:** Feedback is provided to students on their performance in relation to the program outcomes and course outcomes. This feedback aims to help students understand their strengths and areas for improvement, guiding them towards remedial actions and further development.

This evaluation process supports the institution's commitment to maintaining high academic standards and providing quality education to its students.

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

2.6.3 - Pass percentage of Students during the year

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

1337

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

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://voorheescollege.edu.in/wp-content/uploads/2023/06/Student-Feedback-Form-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

College was closed due to covid 19 lockdown.

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

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

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

8

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

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

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

0

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

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

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

27

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

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

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

9

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

3.4 - Extension Activities

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

Food and Provisions distributed to needy and poor people during COVID-19 period.

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

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

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

0

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

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

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red

Cross/ YRC etc., during the year

0

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

0

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms:

The Institution boasts well-designed classrooms that provide a conducive setting for teaching and learning. The rooms are spacious, adequately ventilated, and equipped with comfortable furniture. The provision of modern audiovisual aids, such as projectors and interactive whiteboards, enhances instructional delivery and promotes student engagement. Furthermore, the availability of ergonomic seating arrangements ensures students' comfort and supports their concentration during lectures.

Laboratories:

The Institution recognizes the significance of practical learning and maintains well-equipped laboratories for various disciplines. These labs offer hands-on experiences that supplement theoretical knowledge, fostering a comprehensive understanding of the subjects. Each laboratory is equipped with state-of-the-art apparatus and equipment, allowing students to conduct experiments effectively. The Institution ensures that safety measures are strictly adhered to, with proper ventilation systems and emergency protocols in place.

Computing Equipment:

In today's digital era, computing equipment plays a crucial role in educational institutions. The Institution acknowledges this and provides access to modern computing resources for students and faculty members. The computer labs are equipped with the latest hardware and software, enabling students to gain proficiency in technology-related skills. Additionally, the availability of high-speed internet connections facilitates research, online collaboration, and access to digital learning resources.

Based on the assessment, it is evident that The Institution has made commendable efforts in providing adequate infrastructure and physical facilities for teaching and learning. The well-designed classrooms, well-equipped laboratories, and modern computing equipment create an environment that promotes effective education.

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

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

Cultural Activities:

Voorhees College recognizes the importance of cultural activities in nurturing students' creativity, expression, and appreciation for various art forms. The institution offers dedicated spaces such as Cobb hall, Dr.Jayakaran Isacc indoor Stadium, auditoriums, open-air theatres, and multi-purpose halls

to facilitate cultural events, performances, and exhibitions. These venues are equipped with modern sound and lighting systems, providing a vibrant platform for students to showcase their talents in music, dance, drama, and other cultural endeavours.

Sports and Games:

Voorhees College places significant emphasis on physical fitness and sportsmanship. The institution provides ample opportunities for students to participate in a wide range of sports and games. Both indoor and outdoor facilities are available, including well-maintained courts for basketball, volleyball, tennis, and badminton. Additionally, there are spacious fields for cricket, football, and athletics. The provision of necessary equipment and trained coaches enables students to engage in competitive sports and develop their skills.

Gymnasium:

Understanding the importance of physical well-being, Voorhees College offers a well-equipped gymnasium. The gymnasium provides students with access to modern exercise equipment, enabling them to engage in strength training, cardiovascular workouts, and overall fitness activities. Trained instructors are available to guide and assist students in achieving their fitness goals.

By providing adequate resources in these areas, Voorhees College nurtures well-rounded individuals who are not only academically competent but also culturally enriched and physically fit. Continued investment in these facilities will contribute to the overall growth and well-being of the students.

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

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

12

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | No File Uploaded |

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

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

1072920

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

4.2 - Library as a Learning Resource

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

Current Status:

The library at Voorhees College is currently undergoing a transformation as part of the process to automate its operations. The administration has undertaken several measures to facilitate this transition. One crucial step is the implementation of a barcode system. Barcoding involves assigning unique identifiers to library materials, enabling efficient tracking, circulation management, and inventory control. The library staff is diligently working to barcode the existing collection and integrate it with the ILMS. This will streamline the borrowing and returning process, improve accuracy, and reduce the time spent on manual record-keeping.

Internet Connectivity:

To support the automation process, Voorhees College has ensured the availability of internet connectivity within the library premises. This connectivity is essential for accessing online resources, updating the ILMS database, and enabling remote access to the library's catalog and services. With internet connectivity, students, faculty, and staff will be able to search for books, reserve materials, and access digital resources from anywhere within the campus. The integration of internet connectivity with the ILMS will provide a seamless online library experience and enhance accessibility for all library users.

The ongoing process of library automation at Voorhees College demonstrates the institution's commitment to embracing modern technologies and enhancing library services. The administration's proactive approach to automation will undoubtedly benefit the entire academic community, fostering a more efficient and dynamic learning environment.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

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

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

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

69665

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

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

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

400

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

4.3 - IT Infrastructure

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

Regular Updates of IT Facilities:

Voorhees College prioritizes the maintenance and regular updates of its IT facilities to ensure that they align with the latest advancements in technology. The institution invests in hardware, software, and infrastructure upgrades to provide an efficient and secure IT environment. This includes the installation of modern computers, printers, servers, and other equipment necessary for effective teaching, research, and administrative tasks. Regular updates of software and operating systems are implemented to enhance performance, functionality, and security.

Wi-Fi Connectivity:

The college understands the significance of a reliable and high-speed internet connection in today's digital age. To cater to

the connectivity needs of its stakeholders, Voorhees College ensures the provision of Wi-Fi throughout the campus. The institution recognizes that wireless access to the internet is essential for students, faculty, and staff to engage in online research, access digital learning resources, collaborate on projects, and communicate effectively.

Voorhees College's commitment to regular updates of IT facilities and Wi-Fi connectivity demonstrates its dedication to providing a technologically advanced environment for its academic community. By investing in the latest hardware, software, and infrastructure, the college ensures that students, faculty, and staff have access to modern tools and resources that enhance teaching, learning, and administrative functions. The availability of reliable Wi-Fi connectivity throughout the campus further enables seamless communication, collaboration, and access to online educational content. Through these initiatives, Voorhees College fosters an environment that embraces technology and supports the evolving needs of its stakeholders.

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

4.3.2 - Number of Computers

164

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1072920

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

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

The college's physical, academic, and support facilities are overseen by the Chairman, Secretary, Principal, and office bearers. Management forms committees to ensure progress, and the Bursar sets weekly schedules. Each department has an attender to maintain cleanliness and hygiene. Ten laboratories are monitored by staff members, and the library is managed by the Principal, Librarian, and selected staff. Books are purchased and updated, and journals and magazines are available for each discipline.

The library is open from 8:30 a.m. to 5:30 p.m., and closed on Sundays and national holidays. Sports activities are carried out under the guidance of the Physical Director, with an Assistant Physical Director and marker. The De Boer campus offers a spacious basketball court and a lush green atmosphere. The college has a ten-acre stadium for sports training, practices, and competitions, as well as a physical fitness facility for

students and staff.

Ramps and rails are provided for physically challenged students. Computer labs and offices have computers for students' practical work. Classrooms are well-ventilated, equipped with furniture, fans, and accessories. The size of the classrooms is based on regulations and specifications, and maintenance of furniture and electronic gadgets is reviewed by non-teaching staff.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2171

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

6

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

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

A. All of the above

| File Description | Documents |
|---|---------------------------|
| Link to Institutional website | Nil |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

690

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

690

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

23

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

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

5.2.2.1 - Number of outgoing student progression to higher education

111

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

6

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

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

Despite the pandemic situation the student leaders of the college were quick to adopt to the changing need and conducted several webinars, guest lectures, workshops, quiz programs through the online platform like GOOGLE CLASSROOM, WEBEX, ZOOM etc. After the revoke of quarantine, the students organized rallies, lectures, and competitions directly by adopting the standard operating procedures (Wearing masks, Maintaining Social Distancing, hand Sanitizing etc) issued by the government. The students were encouraged to create awareness to public and the society about the pandemic and need of taking precautionary measures.

To name a few activities of the associations in the year 2020-21;

- Students from the department of Commerce association went to SURYAKULAM, the adopted Village of the institution on 18th January 2021 and conducted awareness program on COVID-19.
- Association of Defence department conducted webinars on a) Awareness talk on COVID19. b) When will the pandemic peak and curve turn down? And many more such webinars were conducted on International Yoga Day, Traffic awareness, Bio-Diversity and Ecosystem, AIDS awareness etc.

Students capitalized the opportunity by inviting renowned experts from all over the world through the online platform, which would not have been possible otherwise. Several lectures on subjects were conducted.

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

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

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

4

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

5.4 - Alumni Engagement

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

The Alumni Association of Voorhees College is not a registered body. But actively take part in the development of the institution. Due to COVID 19 pandemic situation, it was decided not to convene meetings.

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

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

To become a Christian Higher Educational Institution where young men and women without any discrimination are moulded into agents of charge in the service of God, the Church and the Society at large and to that end continue to offer the best possible instruction, modern and up-to-date facilities at affordable cost.

To build within the College a Community of Teaching and Non-Teaching Staff who are united in their purpose to excel in their profession and committed to the Mission of the College.

To be governed by a body of men and women who direct the present and future of the College following the best practices of Christian Higher Educational Institution.

MISSION

To impart holistic education founded on Christian values to all students without discrimination especially the less privileged in moulding the character to emerge as self-reliant, enlightened, empowered and change-agents of the society.

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

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

The college has an excellent mechanism for decentralizing and

delegating autonomy and responsibility to the various departments under the stewardship of the respective heads. The major activities of the institution such as College day, Investiture Ceremony, Graduation Ceremony, Cultural Events, University Examinations etc. are assigned on rotational basis. This helps them to showcase their commitment and loyalty to the assigned task.

Admissions were made online during the pandemic. Committees are formed every year to conduct admission process smoothly. Senior faculty members along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They give the information to the students about career options and conduct the counseling session if required. They verify the admission form and provide guidance to the students.

Webinars and training programmes were conducted to equip and enable the teachers to handle classes through online mode. They were given awareness on the latest technological tools used for online teaching. CIA Examinations were conducted online and assessment marks were conveyed through a teaching tool-'Google classroom'.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution is affiliated to Thiruvalluvar University. The university updates the syllabus every five year. The management encourages the departments to conduct seminars, workshops, symposiums, colloquiums based on the syllabus to enrich the academic learning with practice. The institution bears 50% of the base expenditure. When the pandemic set in, classes were in online mode. Teachers engaged classes in an interactive way. Web resources like movies, video clippings, portraits pertaining to the syllabi were shared to the students. Assignments were given and students used to post them through Google Classroom. Every

department conducts three internal examinations including a model examination as per the Thiruvalluvar University pattern. Each department head deposes a staff in-charge for conducting the Continuous Internal Assessment examinations. Staff members evaluate the scripts and give for internal audit as per the instruction of the head of the department. Marks are communicated to the students and the parents. The final internal marks of the three Continuous Internal Assessments and Assignments are uploaded by the concerned class teachers in the university web portal before the scheduled date.

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

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

Administration : The college is a minority institution. It was established by the American Arcot Mission of the reformed church in America. It is administered by Rt. Rev. H. Sharma Nithyanandam, C.S.I. Bishop in Vellore, Chairman and Secretary and the office bearers.

Academic Administration : The academic administration of the college is scrutinized by Dr. A. Nelson Vimalanathan, the Principal, Dr. J. Annie Kamala Florence, Vice-Principal (Shift-I), Mr. A. Russell Premraj Benjamin Vice-Principal (Shift-II), Dr. S. Caleb Noble Chandar, (Bursar).

Committees : The management has chalked out various committees for the effective utilization and application of the human resources.

Internal Quality Assurance Cell (IQAC) : There were regular meetings with the NAAC criterion heads. A report was submitted to (NIRF) for India ranking 2021 on 19th February, 2021. Bar coding for library books has been completed and online journals were subscribed with INFLIBNET.

Appointment and Service Rules: The college follows the rules and regulations laid down by the Thiruvalluvar University, Vellore, UGC, New Delhi and Government of Tamil Nadu for recruitment of the teaching and non-teaching staff. Promotion of teachers is based on the (CAS) of the UGC and Government of Tamil Nadu. Non-teaching staff are promoted as per government rules.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://voorheescollege.edu.in/wp-content/uploads/2020/11/2020-2021.pdf |
| Link to Organogram of the institution webpage | Nil |
| Upload any additional information | View File |

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

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

6.3 - Faculty Empowerment Strategies

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

a) Teaching

The staff members are provided with various welfare schemes such as Provident Fund, Health Insurance and other schemes of the State Government. Festival allowances for Christmas are given to shift II teaching and non-teaching staff members.

Every year the staff members go for one day tour to various

places for recreation and relaxation. It also organizes competitions such as musical chair, shot-put, hundred meter race and various other events for the staff members. Annual retreats are conducted to enhance the Christian values and spirituality among the staff members.

b) Non-Teaching

The non-teaching staff members are provided with various welfare schemes such as Provident Fund, Health Insurance and other schemes of the State Government. There is also provision for the faculty to be a member of the Staff Cooperative Society in Vellore. They are given an opportunity to participate in competitions such as shot-put, hundred metre race, relay etc.

c) Students

The students get the benefit of various scholarship schemes such as SC/ST, BC, MBC from the State government. It takes initiative in developing Christian values and ethics through various activities such as participating in leadership programmes and counselling sessions separately for boys and girls.

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

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

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

Nil

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

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

1

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

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

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

17

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

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

Institutions Performance Appraisal System for teaching and non-teaching staff

The performance appraisal system is materialized through the evaluation and assessment of the university exam result. The heads of the departments are assigned the duty to analyze the performance of the teaching faculty. If the performance needs to be improved, necessary suggestions and recommendations are offered for the better performance.

Non-Teaching faculties' performance appraisal is done by the Office Superintendent and the Heads of the respective departments in terms of their record maintenance and updating of information. The Management adds their final remarks on the Teachers' Appraisal form and recommends him/her for CAS.

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

6.4 - Financial Management and Resource Mobilization

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

The internal and external financial audit is done regularly.

The internal audit for the financial year 2018-2019 was conducted by the statutory auditor CA.W.A.P. THIRUTHUVA DOSS, Chartered Accountant, Vellore.

The external audit is conducted by the Accountant and Joint Director of Collegiate Education, Vellore.

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

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

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

265000

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

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

NIL

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for

institutionalizing the quality assurance strategies and processes

The IQAC has significantly contributed in bringing about growth and sustenance of quality in the institution.

- It initiated a webinar for research scholars on 13th May, 2020. Dr. B.S. Selvakumar, HOD of Political Science was the resource person. He gave a special lecture on Research Methodology.
- The team organized a Faculty Development Programme (FDP) on 14th May, 2020. The focus was on Educational Technology in the Current Era, throwing light on online education. Dr. D. Jaikumar, HOD of Physics lectured on 'Effective Teaching-Learning Process'. Dr. Job Gopinath, Assistant Professor of Zoology gave a talk on 'Creation of Google Classroom'. Dr. K. Kishore, Assistant Professor of Commerce dealt with 'Applications in Google platform.'
- The IQAC team organized a webinar on 15th March, 2021 titled Gender Sensitization-Its all about the mindset under the aegis of Dr. R. Annie Vidhya, Assistant Professor of English (NAAC Criteria 7-Head).
- An awareness programme entitled Tutorial on NAAC Accreditation Framework was conducted on 2nd July, 2020. Dr. M. Saravanan, Senior Professor, Ponjesly College of Engineering, Nagarkoil was the keynote speaker. All the faculty members of the institution and those from other colleges participated in the event. There were regular meetings with the NAAC criterion heads.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://drive.google.com/file/d/1m77W8iVrYfmb1fGzaQh0gi4ZDAMSHLY0/view?usp=share_link , https://drive.google.com/file/d/1j8XYY-OHfQ3e8DxSwDrFUAbL-GTepDHX/view |
| Upload any additional information | View File |

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

The institution reviews its teaching learning process through regular supervision and conduct of CIA examinations. The students are continuously evaluated through three CIA examinations conducted by the respective departments. The poor performers and irregular students are asked to complete the CIA exams and their performance is evaluated. If their performance is not satisfactory, they are asked to submit special assignments and guidance sessions are conducted for them.

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

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

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity

1. Department of Commerce organized a seminar on Shaping Minds on 21st January 2021. Totally 450 students were participated.
2. IQAC Team organized webinar -15th March 2021-Gender Sensitization - it's - promoting equality for men & women stereotypical and reasonable for their gender. Totally, 860 students were participated.
3. AIDs Awareness programme was conducted on 26th Feb 2021. 1200 students were participated.
4. Department of Commerce conducted Mother Daughter Awareness programme on 26th Feb 2021. 450 students are actively participated.
5. Department of Physical Education organized a webinar on "How to be Physically Fit during Lockdown" on 25th June 2020.600 students are participated.
6. Women Cell organized a talk on Celebrating Womanhood through Covid 19 on 8th March 2021.
7. Red Ribbon Club Organized AIDs and Tobacco Awareness Talk on 26th Feb 2021.
8. "SINGAPEN 2021" award was received by the 2nd year Social Work Department student in honour of women talent in Social Service on 8th March 2021.

| File Description | Documents |
|---|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

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

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | No File Uploaded |
| 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Voorhees College is committed to maintaining a safe and sustainable environment, and as such, it has established robust facilities for the management of various types of waste.

1. **Solid Waste Management:** Voorhees College has implemented an efficient solid waste management system. The campus is equipped with designated waste collection bins placed strategically throughout the premises.

2. **Liquid Waste Management:** To manage liquid waste effectively, Voorhees College has established a wastewater treatment plant on campus.

3. **Biomedical Waste Management:** Given the nature of biomedical waste, Voorhees College has dedicated facilities for its proper management. The college follows strict guidelines and regulations in handling and disposing of biomedical waste. Designated containers for sharps, contaminated materials, and other biomedical waste are placed in designated areas.

4. **E-waste Management:** Voorhees College recognizes the importance of responsibly managing electronic waste or e-waste. The college encourages the reuse, recycling, and proper disposal of electronic equipment.

5. **Hazardous Chemicals and Radioactive Waste Management:** For the management of hazardous chemicals and radioactive waste, Voorhees College strictly adheres to safety protocols and legal requirements. The college maintains specialized storage facilities that are designed to store hazardous chemicals securely. T

Overall, Voorhees College has established comprehensive waste management facilities for solid waste, liquid waste, biomedical waste, e-waste, and hazardous chemicals and radioactive waste. These facilities aim to minimize environmental impact, promote

recycling and responsible disposal, and maintain a safe and sustainable campus environment.

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

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

A. Any 4 or all of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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:

C. Any 2 of the above

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

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | View File |

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading **B. Any 3 of the above**

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

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

Cultural Regional, Linguistic, common socio - economic & other diversity 1. Virtual discourse on Tamil language through Computer Technology (???? ?????????????? ????? ??????????) -26th June 2020. 2. Modern Tamil Drama Act (????? ????? ??????????) 17th July 2020-depat. of tamil 3. Enhancing life skills and soft skills for smart life -webinar department of English 17th June 2020 4. A webinar on Basic of Latex - Webinar Jam -13th June 2020-math dept. 5. A national webinar on E learning and tools for effective teaching & learning -6th June 2020-dept. of commerce -200 participants. 6. A webinar cum training programme was organized in Mcube Academy - Institute for Financial Marketing skills on Investors Awareness Programme 15th Jan 2021. 7. The social work dept. organized a National Webinar on Stress Management during Covid-19 on 19th June 2020-80 participants. 8. The social work student attended Rural Camp at Kasthambadi Vilege, Thiruvannamali Dist-6th March 2021.

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

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

1. Department of Economics organized a National Webinar on

'Keeladi' an Agrarian based cottage Industries supported urban early historical settlement on 22nd July 2020.

2.Department of Economics organized a national Webinar on 'Impact of Covid 19 in Indian Labour Market' 26th June 2020
dept. of economics

3.Department of Defence organized an Awareness Talk on 'Covid 19 - virtual lecture when the pandemic peak will and curve turn down' on 15th May 2020.

4.Department of Defence organized Covid Conundrum on 22nd May 2020.

5.IQAC organized a lecture on 'Traditional classrooms to virtual classrooms: technological, social, and pedagogical changes' on 25th may 2020.

6.Department of Commerce organized a webinar on 'Importance of Passport Visa and Jobs abroad' on 9th march 2021.

7.Department of Commerce aorganized an awareness program on 'Covid-19 - use of Sanitizer, use Face Mask, Social Distancing & Cleanliness' at suryakullam near the college area on18th Jan 2021.

8.Christian counselling centre Vellore and Collee IQAC jointly organized a webinar on 'Addressing Mental Health Challenges in Covid Situation' on 5th June 2020.

9.Department of history organised a webinar on 'Index-State Migrants in the context of Covid 19' on 12th June 2020.

10.Department of Defence organized a Traffic Awareness Programme on 25th Jan 2021.

11.Department of Commerce organised a guest lecture on 'tally certification' on 3rd Feb 2021.

12.Department of Commerce organised an Awareness programme on 'Competitive Exams' on 10th Feb, 2021.

13.IQAC organized 'a career guidance programme' on 24th march 21.

| File Description | Documents |
|--|-----------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | Nil |
| Any other relevant information | Nil |

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

C. Any 2 of the above

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

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

- 1. The College paid Tribute to 20 soldiers who gave their lives for the sake of the Nation in Galwan Valley on 26th June 2020.**
- 2. Bonded labour abolition was observed in the Principal's Office on 9th Feb 2021. Teaching and Non-teaching staff members took on oath.**
- 3. Department of Zoology organized a national webinar on Biodiversity: what is it? where is it? and why it is**

important for human existence? to commemorate the world environment day 5th June 2020. Dr. V.M. Sathish Kumar, Scientist, Zoological survey of India, Dehradun was the resource person.

4. Zoom meet - Talk on Youth Development to commemorate the Birthday of Dr. A.P.J. Abdul Kalam, the former president of India
5. A webinar in World War II and the Holocaust -28th November 2020- Dept. of Defence.
6. International Yoga Day -virtual mode-21st June 2020 Dept. of Defence
7. The International Women's Day programme -8th March 2021.

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

7.2 - Best Practices

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

1. Tutorial on NAAC accreditation framework in Google platform - Regular meetings of the NAAC Criterion Heads NIRF was submitted on 19th Feb 2021 and AISHE was submitted on 29.03.2022.
2. Bar coding for library books has been completed.
3. Online Journal were subscribed with INFLIBNET.
4. II Year social work dept. Student received SIGNAPEN 2021 AWARD in honor of her talent in social service on 8th march 2021.

| File Description | Documents |
|---|-----------|
| Best practices in the Institutional website | Nil |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

On May 8th, 2020, Voorhees College undertook a noble initiative to distribute basic relief and food materials to the adopted village of R.S. Nagar, Suriya Kulam and Old Town, amidst the challenges posed by the COVID-19 pandemic. This act of compassion and solidarity aimed to provide support to the vulnerable members of the community who were severely impacted by the crisis.

The distribution of relief materials was carried out as a part of Voorhees College's commitment to social responsibility and community outreach. Recognizing the critical needs arising from the pandemic-induced lockdown and economic hardships, the college took proactive measures to extend a helping hand to the residents of R.S. Nagar, Suriya Kulam and Old Town.

The relief materials distributed included essential food items such as rice, wheat flour, pulses, cooking oil, and other basic necessities. These items were carefully selected to address the immediate requirements of the villagers, particularly those facing food insecurity and limited access to resources during the lockdown.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Well-Planned Curriculum:

The college places great importance on meticulous curriculum planning to ensure a coherent and comprehensive learning experience. The syllabus, governed by the university, serves as the foundation for curriculum development. Faculty members, in collaboration with curriculum committees and academic leadership, plan the curriculum in a well-structured manner. They carefully analyze the subject matter, determine appropriate instructional strategies, and devise assessment methods to facilitate effective teaching and learning.

Documented Process:

Voorhees College maintains a well-documented process for curriculum delivery to ensure clarity and transparency. The documentation includes curriculum frameworks, course outlines, and learning objectives that are aligned with the university syllabus. Detailed syllabi, lesson plans, and instructional materials are developed and documented to guide faculty members in delivering the curriculum effectively. The documentation serves as a valuable resource for both faculty members and students, providing clear guidelines and expectations for each course.

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

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

Preparation of Academic Calendar:

Voorhees College recognizes the importance of a well-

structured academic calendar in ensuring effective planning and organization of educational activities. The college administration takes proactive measures to prepare the academic calendar for the following academic year during the month of May. This early preparation allows ample time for careful consideration of various factors, including national and state holidays, examination schedules, academic events, and other important milestones. The academic calendar is developed through a collaborative effort involving academic leadership, faculty members, and administrative staff.

Adherence to the Academic Calendar:

Once the academic calendar is finalized, Voorhees College demonstrates a strong commitment to adhering to it throughout the academic year. The calendar serves as a comprehensive guide for all academic activities, including class schedules, examinations, academic events, and Continuous Internal Evaluation (CIE). Faculty members, students, and staff members are expected to follow the calendar and participate in activities as per the designated timelines and schedules.

Continuous Internal Evaluation (CIE):

As part of the adherence to the academic calendar, Voorhees College emphasizes the importance of Continuous Internal Evaluation (CIE). CIE refers to the ongoing assessment of students' progress and learning throughout the academic year. It includes various assessment methods such as assignments, quizzes, presentations, and projects. By conducting CIE as per the scheduled dates mentioned in the academic calendar, the college ensures that students are regularly evaluated, providing them with timely feedback and opportunities for improvement.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University

B. Any 3 of the above

and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

30

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

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

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

0

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

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

0

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

1.3 - Curriculum Enrichment

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

Professional Ethics:

The college emphasizes the integration of professional ethics into the curriculum to instill ethical values and principles in students. Courses and modules incorporate discussions on ethical decision-making, integrity, social responsibility, and professional conduct. By addressing professional ethics, Voorhees College aims to produce graduates who are not only knowledgeable in their respective fields but also possess strong ethical values that guide their actions in the workplace and society.

Gender:

Promoting gender equality and addressing gender issues is an integral part of Voorhees College's curriculum. The institution includes discussions on gender roles, stereotypes, and gender-based discrimination. Students are encouraged to critically examine societal norms and biases related to gender. By integrating gender into the curriculum, the college fosters a more inclusive and equitable learning

environment.

Human Values:

Voorhees College recognizes the importance of nurturing human values such as empathy, compassion, respect, and tolerance. The curriculum incorporates modules that emphasize the development of these values, enabling students to understand and appreciate diverse perspectives, cultures, and beliefs.

Environment and Sustainability:

In line with global concerns for the environment and sustainability, Voorhees College integrates these issues into the curriculum. Students are educated on environmental challenges, conservation practices, and sustainable development. The curriculum promotes an understanding of the impact of human activities on the environment and encourages students to explore innovative solutions for a sustainable future.

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

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

2

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

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

5

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

1.4 - Feedback System

| | |
|---|------------------------------|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | D. Any 1 of the above |
|---|------------------------------|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://voorheescollege.edu.in/wp-content/uploads/2023/06/Student-Feedback-Form-2020-2021.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | View File |

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

B. Feedback collected, analyzed and action has been taken

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://voorheescollege.edu.in/wp-content/uploads/2023/06/Student-Feedback-Form-2020-2021.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1404

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

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

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

1404

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | No File Uploaded |

2.2 - Catering to Student Diversity

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

Voorhees College has implemented a comprehensive approach to address the needs of both slow learners and advanced learners. To assess their learning levels, the institution employs various assessment methods, such as CIA Tests, Continuous Monitoring, Standardized Assessments, and Special Programs for Slow Learners. These initiatives include Individualized Education Plans (IEPs) for students identified as slow learners, which outline specific goals, learning strategies, and accommodations. Additionally, Voorhees College has implemented standardized assessments to benchmark students' performance against national or international standards. Voorhees College offers remedial classes, one-on-one tutoring, special programs for advanced learners, and collaboration with parents. Remedial classes focus on reinforcing foundational concepts, providing additional practice, and employing differentiated instructional strategies, while one-on-one tutoring provides personalized attention and a supportive learning environment.

Special programs for advanced learners include enrichment programs, accelerated learning tracks, mentorship and research opportunities, and collaboration with parents. To address the needs of both slow and advanced learners, Voorhees College has implemented initiatives such as enrichment programs, accelerated learning tracks, mentorship and research opportunities, and collaboration with parents.

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

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 4253 | 144 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

For the academic year 2020-21, the institution has implemented various approaches, including experiential learning, participative learning, and problem-solving methodologies, to create a student-centered educational environment.

Experiential Learning: Experiential learning includes,

- **Field Trips and Excursions:** Students have been given opportunities to visit relevant industries, organizations, and cultural sites related to their fields of study.
- **Internship and Cooperative Education Programs:** Voorhees College has collaborated with various industries, companies, and organizations to provide students with internship and cooperative education opportunities.
- **Laboratory and Simulation Activities:** Science programs at Voorhees College incorporate laboratory experiments and simulation activities to allow students to explore and experiment with scientific concepts and principles.

Participative Learning: Participative learning includes,

- **Classroom Discussions and Debates:** Faculty members facilitate interactive classroom discussions and

debates where students actively engage in exchanging ideas, perspectives, and opinions. .

- **Group Projects and Presentations:** Students are frequently assigned group projects that require collaboration, research, and presentation skills.
- **Peer-to-Peer Learning:** Voorhees College encourages peer-to-peer learning, where students are given opportunities to teach and learn from their peers.

Problem-Solving Methodologies: Problem-solving skills includes,

- **Case Studies and Simulations:** Students are presented with real-life case studies and simulations that require them to analyze complex situations, identify problems, and propose viable solutions.
- **Research Projects:** Students are encouraged to undertake research projects that involve investigating and finding solutions to significant challenges within their respective disciplines.
- **Critical Analysis and Reflection:** Students are encouraged to critically analyze and reflect on various subjects and topics.

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| Link for additional information | Nil |

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

At Voorhees College, teachers leverage ICT-enabled tools to enhance the effectiveness of the teaching-learning process. These tools encompass a wide range of technologies and digital resources that are integrated into classroom instruction. The following description outlines the utilization of ICT-enabled tools by teachers at Voorhees College:

1. **Multimedia Presentations:** Teachers employ multimedia presentations to deliver engaging and visually appealing content. By incorporating images, videos, animations, and interactive elements, teachers can

effectively explain complex concepts, capture students' attention, and facilitate better understanding and retention of information.

2. **Google Classroom Online Learning Platforms:** Voorhees College utilizes online learning platforms to provide access to learning materials, assignments, and assessments. These platforms facilitate asynchronous learning, allowing students to review content at their own pace, submit assignments digitally, and receive immediate feedback from teachers.
3. **Communication and Collaboration Tools:** Teachers utilize various communication and collaboration tools such as email, discussion forums, and video conferencing platforms to facilitate seamless interaction with students. These tools enable teachers to provide timely feedback, answer queries, and engage in online discussions, fostering active participation and collaborative learning.
4. **Educational Apps and Software:** Teachers incorporate educational apps and software specifically designed for academic purposes. These tools offer interactive exercises, quizzes, and games that reinforce learning and provide opportunities for self-assessment and independent study.

The integration of these tools into the teaching-learning process enhances the accessibility of educational resources, encourages active participation, and prepares students for a technology-driven world.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

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

2.3.3.1 - Number of mentors

96

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

2.4 - Teacher Profile and Quality

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

144

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

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

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

62

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

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

2.4.3.1 - Total experience of full-time teachers

| 1254 | |
|--|---------------------------|
| File Description | Documents |
| Any additional information | No File Uploaded |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

At Voorhees College, the mechanism of internal assessment is designed to be transparent and robust, ensuring fairness and accuracy in evaluating student performance.

1. **Transparency:** The internal assessment process at Voorhees College is transparent, ensuring that students have a clear understanding of the evaluation criteria and procedures. This transparency helps students to align their efforts and understand how their performance will be assessed.
2. **Frequency:** Internal assessments are conducted at regular intervals throughout the academic year. This allows for timely feedback, identification of strengths and weaknesses, and opportunities for improvement.
3. **Modes of Assessment:** The internal assessment mechanism incorporates a variety of modes to assess different aspects of students' learning. These may include written assignments, projects, presentations, practical demonstrations, quizzes, tests, and class participation.
4. **Objective Evaluation:** The assessment process emphasizes objectivity and fairness. Standardized marking schemes and rubrics are employed to ensure consistency in grading.
5. **Feedback and Remediation:** Following each assessment, detailed feedback is provided to students, highlighting their strengths and areas for improvement. This feedback enables students to reflect on their performance and take necessary steps for growth.
6. **Documentation and Record-Keeping:** Comprehensive records are maintained to document students' performance in internal assessments. These records serve as a valuable

resource for tracking progress, identifying trends, and providing a holistic view of students' academic journey.

The transparent and robust mechanism of internal assessment at Voorhees College ensures that students' progress and achievements are accurately assessed, providing them with a fair opportunity to showcase their learning and receive constructive feedback.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

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

At Voorhees College, a transparent, time-bound, and efficient mechanism is in place to address internal examination-related grievances. The institution recognizes the importance of providing students with a fair and responsive process for handling any concerns or issues related to internal examinations.

1. **Transparency:** The process for addressing internal examination-related grievances is transparent, ensuring that students are aware of the steps involved and their rights. The guidelines and procedures for filing grievances are clearly communicated to students, outlining the necessary documentation, timelines, and channels for submitting complaints.
2. **Dedicated Grievance Cell:** Voorhees College has established a dedicated Grievance Cell responsible for handling internal examination-related grievances. The cell comprises experienced faculty members and administrative staff who are trained in dealing with such matters.
3. **Efficient Resolution Process:** The mechanism aims to efficiently resolve grievances through a structured process. The Grievance Cell conducts a thorough investigation, gathering relevant evidence and conducting interviews if necessary.
4. **Confidentiality and Privacy:** The mechanism respects the confidentiality and privacy of the students. Grievances

are handled with utmost discretion, and personal information is protected to maintain the privacy of the individuals involved.

By implementing a transparent, time-bound, and efficient mechanism, Voorhees College ensures that students' internal examination-related grievances are addressed promptly and fairly. This process empowers students to voice their concerns, promotes a culture of accountability, and contributes to the overall integrity and credibility of the internal examination system.

| File Description | Documents |
|---------------------------------|---------------------------|
| Any additional information | View File |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

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

At Voorhees College, the institution ensures that program and course outcomes for all programs offered are stated, displayed on the website, and effectively communicated to teachers and students. The following is a list of programs offered by the institution, categorized into Shift I and Shift II:

Shift I:

1. B.A. Defence and Strategic Studies
2. B.A. Economics
3. B.A. English
4. B.A. History
5. B.A. Tamil
6. B.Com Commerce
7. B.Sc. Chemistry
8. B.Sc. Maths
9. B.Sc. Physics
10. B.Sc. Zoology
11. M.A. History
12. M.Com Commerce
13. M.Sc. Maths
14. M.Sc. Zoology

Shift II:

1. B.A. Defence and Strategic Studies
2. B.A. English
3. B.A. Tamil
4. B.B.A Business Administration
5. B.C.A. Computer Applications
6. B.Com Commerce
7. B.Sc. Chemistry
8. B.Sc. Computer Science
9. B.Sc. Physics
10. B.Sc. Botany
11. BSW Social Work
12. M.A. Economics
13. M.A. English
14. M.S.W. Social Work
15. M.A. Tamil
16. M.Sc. Chemistry
17. M.Sc. Computer Science
18. M.Sc. Physics
19. M.Sc. Botany
20. M.A. Defence and Strategic Studies

The program and course outcomes for each program are clearly stated and displayed on the institution's website. These outcomes define the expected knowledge, skills, and competencies that students should acquire upon completion of their respective programs. Faculty members are provided with these outcomes to align their teaching strategies and assessments accordingly. Additionally, students are informed about the program and course outcomes at the beginning of their academic journey to set clear expectations and goals for their learning.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

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

At Voorhees College, the attainment of program outcomes and course outcomes is evaluated as part of the institution's commitment to ensuring quality education through the following outlines:

1. **Assessment Methods:** Voorhees College utilizes various assessment methods to evaluate the attainment of program outcomes and course outcomes. These methods may include examinations, assignments, projects, presentations, practical demonstrations, laboratory work, and other forms of evaluation that align with the specific requirements of each program and course.
2. **Criteria and Rubrics:** Clear criteria and rubrics are established to guide the assessment process. These criteria outline the expected performance levels for each learning outcome, allowing for consistent and objective evaluation.
3. **Continuous Evaluation:** The evaluation of program outcomes and course outcomes is conducted through continuous assessment throughout the duration of the program or course. This ensures that student progress and achievement are consistently monitored, providing feedback and opportunities for improvement along the way.
4. **Review and Analysis:** The institution reviews and analyzes the assessment results to identify trends, strengths, and areas for improvement. This review process helps in identifying the effectiveness of the curriculum, teaching methods, and learning resources in facilitating the attainment of desired outcomes.
5. **Feedback and Remediation:** Feedback is provided to students on their performance in relation to the program outcomes and course outcomes. This feedback aims to help students understand their strengths and areas for improvement, guiding them towards remedial actions and further development.

This evaluation process supports the institution's commitment to maintaining high academic standards and providing quality education to its students.

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

2.6.3 - Pass percentage of Students during the year

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

1337

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

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://voorheescollege.edu.in/wp-content/uploads/2023/06/Student-Feedback-Form-2020-2021.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

College was closed due to covid 19 lockdown.

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

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

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

8

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

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

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

0

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

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

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

| the year | |
|---|---------------------------|
| 27 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |
| 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year | |
| 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year | |
| 9 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |
| 3.4 - Extension Activities | |
| 3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year | |
| Food and Provisions distributed to needy and poor people during COVID-19 period. | |
| File Description | Documents |
| Paste link for additional information | Nil |
| Upload any additional information | View File |
| 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year | |
| 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year | |

| 0 | |
|--|---------------------------|
| File Description | Documents |
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | No File Uploaded |
| 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year | |
| 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year | |
| 0 | |
| File Description | Documents |
| Reports of the event organized | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |
| 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year | |
| 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year | |
| 0 | |

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

3.5 - Collaboration

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

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms :

The Institution boasts well-designed classrooms that provide a conducive setting for teaching and learning. The rooms are spacious, adequately ventilated, and equipped with comfortable furniture. The provision of modern audiovisual aids, such as projectors and interactive whiteboards, enhances instructional delivery and promotes student engagement. Furthermore, the availability of ergonomic seating arrangements ensures students' comfort and supports their concentration during lectures.

Laboratories:

The Institution recognizes the significance of practical learning and maintains well-equipped laboratories for various disciplines. These labs offer hands-on experiences that supplement theoretical knowledge, fostering a comprehensive understanding of the subjects. Each laboratory is equipped with state-of-the-art apparatus and equipment, allowing students to conduct experiments effectively. The Institution ensures that safety measures are strictly adhered to, with proper ventilation systems and emergency protocols in place.

Computing Equipment:

In today's digital era, computing equipment plays a crucial role in educational institutions. The Institution

acknowledges this and provides access to modern computing resources for students and faculty members. The computer labs are equipped with the latest hardware and software, enabling students to gain proficiency in technology-related skills. Additionally, the availability of high-speed internet connections facilitates research, online collaboration, and access to digital learning resources.

Based on the assessment, it is evident that The Institution has made commendable efforts in providing adequate infrastructure and physical facilities for teaching and learning. The well-designed classrooms, well-equipped laboratories, and modern computing equipment create an environment that promotes effective education.

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

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

Cultural Activities:

Voorhees College recognizes the importance of cultural activities in nurturing students' creativity, expression, and appreciation for various art forms. The institution offers dedicated spaces such as Cobb hall, Dr.Jayakaran Isacc indoor Stadium, auditoriums, open-air theatres, and multi-purpose halls to facilitate cultural events, performances, and exhibitions. These venues are equipped with modern sound and lighting systems, providing a vibrant platform for students to showcase their talents in music, dance, drama, and other cultural endeavours.

Sports and Games:

Voorhees College places significant emphasis on physical fitness and sportsmanship. The institution provides ample opportunities for students to participate in a wide range of sports and games. Both indoor and outdoor facilities are available, including well-maintained courts for basketball, volleyball, tennis, and badminton. Additionally, there are

spacious fields for cricket, football, and athletics. The provision of necessary equipment and trained coaches enables students to engage in competitive sports and develop their skills.

Gymnasium:

Understanding the importance of physical well-being, Voorhees College offers a well-equipped gymnasium. The gymnasium provides students with access to modern exercise equipment, enabling them to engage in strength training, cardiovascular workouts, and overall fitness activities. Trained instructors are available to guide and assist students in achieving their fitness goals.

By providing adequate resources in these areas, Voorhees College nurtures well-rounded individuals who are not only academically competent but also culturally enriched and physically fit. Continued investment in these facilities will contribute to the overall growth and well-being of the students.

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

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

12

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | No File Uploaded |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year

(INR in Lakhs)

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

1072920

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)****Current Status:**

The library at Voorhees College is currently undergoing a transformation as part of the process to automate its operations. The administration has undertaken several measures to facilitate this transition. One crucial step is the implementation of a barcode system. Barcoding involves assigning unique identifiers to library materials, enabling efficient tracking, circulation management, and inventory control. The library staff is diligently working to barcode the existing collection and integrate it with the ILMS. This will streamline the borrowing and returning process, improve accuracy, and reduce the time spent on manual record-keeping.

Internet Connectivity:

To support the automation process, Voorhees College has ensured the availability of internet connectivity within the library premises. This connectivity is essential for accessing online resources, updating the ILMS database, and enabling remote access to the library's catalog and services. With internet connectivity, students, faculty, and staff will be able to search for books, reserve materials, and access digital resources from anywhere within the campus. The integration of internet connectivity with the ILMS will

provide a seamless online library experience and enhance accessibility for all library users.

The ongoing process of library automation at Voorhees College demonstrates the institution's commitment to embracing modern technologies and enhancing library services. The administration's proactive approach to automation will undoubtedly benefit the entire academic community, fostering a more efficient and dynamic learning environment.

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

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

C. Any 2 of the above

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

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

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

69665

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

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

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

400

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

4.3 - IT Infrastructure

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

Regular Updates of IT Facilities:

Voorhees College prioritizes the maintenance and regular updates of its IT facilities to ensure that they align with the latest advancements in technology. The institution invests in hardware, software, and infrastructure upgrades to provide an efficient and secure IT environment. This includes the installation of modern computers, printers, servers, and other equipment necessary for effective teaching, research, and administrative tasks. Regular updates of software and operating systems are implemented to enhance performance, functionality, and security.

Wi-Fi Connectivity:

The college understands the significance of a reliable and high-speed internet connection in today's digital age. To cater to the connectivity needs of its stakeholders, Voorhees College ensures the provision of Wi-Fi throughout the campus.

The institution recognizes that wireless access to the internet is essential for students, faculty, and staff to engage in online research, access digital learning resources, collaborate on projects, and communicate effectively.

Voorhees College's commitment to regular updates of IT facilities and Wi-Fi connectivity demonstrates its dedication to providing a technologically advanced environment for its academic community. By investing in the latest hardware, software, and infrastructure, the college ensures that students, faculty, and staff have access to modern tools and resources that enhance teaching, learning, and administrative functions. The availability of reliable Wi-Fi connectivity throughout the campus further enables seamless communication, collaboration, and access to online educational content. Through these initiatives, Voorhees College fosters an environment that embraces technology and supports the evolving needs of its stakeholders.

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

4.3.2 - Number of Computers

164

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

1072920

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

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

The college's physical, academic, and support facilities are overseen by the Chairman, Secretary, Principal, and office bearers. Management forms committees to ensure progress, and the Bursar sets weekly schedules. Each department has an attender to maintain cleanliness and hygiene. Ten laboratories are monitored by staff members, and the library is managed by the Principal, Librarian, and selected staff. Books are purchased and updated, and journals and magazines are available for each discipline.

The library is open from 8:30 a.m. to 5:30 p.m., and closed on Sundays and national holidays. Sports activities are carried out under the guidance of the Physical Director, with an Assistant Physical Director and marker. The De Boer campus offers a spacious basketball court and a lush green atmosphere. The college has a ten-acre stadium for sports training, practices, and competitions, as well as a physical fitness facility for students and staff.

Ramps and rails are provided for physically challenged

students. Computer labs and offices have computers for students' practical work. Classrooms are well-ventilated, equipped with furniture, fans, and accessories. The size of the classrooms is based on regulations and specifications, and maintenance of furniture and electronic gadgets is reviewed by non-teaching staff.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2171

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

6

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

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

A. All of the above

| File Description | Documents |
|---|---------------------------|
| Link to Institutional website | Nil |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

690

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

690

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

23

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

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

5.2.2.1 - Number of outgoing student progression to higher education

111

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

6

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

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

Despite the pandemic situation the student leaders of the college were quick to adopt to the changing need and conducted several webinars, guest lectures, workshops, quiz programs through the online platform like GOOGLE CLASSROOM, WEBEX, ZOOM etc. After the revoke of quarantine, the students organized rallies, lectures, and competitions directly by adopting the standard operating procedures (Wearing masks, Maintaining Social Distancing, hand Sanitizing etc) issued by the government. The students were encouraged to create awareness to public and the society about the pandemic and need of taking precautionary measures.

To name a few activities of the associations in the year 2020-21;

- Students from the department of Commerce association went to SURYAKULAM, the adopted Village of the institution on 18th January 2021 and conducted awareness program on COVID-19.
- Association of Defence department conducted webinars on a) Awareness talk on COVID19. b) When will the pandemic peak and curve turn down? And many more such webinars were conducted on International Yoga Day, Traffic awareness, Bio-Diversity and Ecosystem, AIDS awareness etc.

Students capitalized the opportunity by inviting renowned experts from all over the world through the online platform, which would not have been possible otherwise. Several lectures on subjects were conducted.

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

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

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

4

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

5.4 - Alumni Engagement

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

The Alumni Association of Voorhees College is not a registered body. But actively take part in the development of the institution. Due to COVID 19 pandemic situation, it was decided not to convene meetings.

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

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

D. 1 Lakhs - 3Lakhs

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| GOVERNANCE, LEADERSHIP AND MANAGEMENT | |
| 6.1 - Institutional Vision and Leadership | |
| 6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution | |
| <p>VISION</p> <p>To become a Christian Higher Educational Institution where young men and women without any discrimination are moulded into agents of change in the service of God, the Church and the Society at large and to that end continue to offer the best possible instruction, modern and up-to-date facilities at affordable cost.</p> <p>To build within the College a Community of Teaching and Non-Teaching Staff who are united in their purpose to excel in their profession and committed to the Mission of the College.</p> <p>To be governed by a body of men and women who direct the present and future of the College following the best practices of Christian Higher Educational Institution.</p> <p>MISSION</p> <p>To impart holistic education founded on Christian values to all students without discrimination especially the less privileged in moulding the character to emerge as self-reliant, enlightened, empowered and change-agents of the society.</p> | |
| File Description | Documents |
| Paste link for additional information | Nil |
| Upload any additional information | View File |
| 6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management. | |

The college has an excellent mechanism for decentralizing and delegating autonomy and responsibility to the various departments under the stewardship of the respective heads. The major activities of the institution such as College day, Investiture Ceremony, Graduation Ceremony, Cultural Events, University Examinations etc. are assigned on rotational basis. This helps them to showcase their commitment and loyalty to the assigned task.

Admissions were made online during the pandemic. Committees are formed every year to conduct admission process smoothly. Senior faculty members along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They give the information to the students about career options and conduct the counseling session if required. They verify the admission form and provide guidance to the students.

Webinars and training programmes were conducted to equip and enable the teachers to handle classes through online mode. They were given awareness on the latest technological tools used for online teaching. CIA Examinations were conducted online and assessment marks were conveyed through a teaching tool- 'Google classroom'.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution is affiliated to Thiruvalluvar University. The university updates the syllabus every five year. The management encourages the departments to conduct seminars, workshops, symposiums, colloquiums based on the syllabus to enrich the academic learning with practice. The institution bears 50% of the base expenditure. When the pandemic set in, classes were in online mode. Teachers engaged classes in an interactive way. Web resources like movies, video clippings,

portraits pertaining to the syllabi were shared to the students. Assignments were given and students used to post them through Google Classroom. Every department conducts three internal examinations including a model examination as per the Thiruvalluvar University pattern. Each department head deposes a staff in-charge for conducting the Continuous Internal Assessment examinations. Staff members evaluate the scripts and give for internal audit as per the instruction of the head of the department. Marks are communicated to the students and the parents. The final internal marks of the three Continuous Internal Assessments and Assignments are uploaded by the concerned class teachers in the university web portal before the scheduled date.

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

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

Administration : The college is a minority institution. It was established by the American Arcot Mission of the reformed church in America. It is administered by Rt. Rev. H. Sharma Nithiyandam, C.S.I. Bishop in Vellore, Chairman and Secretary and the office bearers.

Academic Administration : The academic administration of the college is scrutinized by Dr. A. Nelson Vimalanathan, the Principal, Dr. J. Annie Kamala Florence, Vice-Principal (Shift-I), Mr. A. Russell Premraj Benjamin Vice-Principal (Shift-II), Dr. S. Caleb Noble Chandar, (Bursar).

Committees : The management has chalked out various committees for the effective utilization and application of the human resources.

Internal Quality Assurance Cell (IQAC) : There were regular

meetings with the NAAC criterion heads. A report was submitted to (NIRF) for India ranking 2021 on 19th February, 2021. Bar coding for library books has been completed and online journals were subscribed with INFLIBNET.

Appointment and Service Rules: The college follows the rules and regulations laid down by the Thiruvalluvar University, Vellore, UGC, New Delhi and Government of Tamil Nadu for recruitment of the teaching and non-teaching staff. Promotion of teachers is based on the (CAS) of the UGC and Government of Tamil Nadu. Non-teaching staff are promoted as per government rules.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://voorheescollege.edu.in/wp-content/uploads/2020/11/2020-2021.pdf |
| Link to Organogram of the institution webpage | Nil |
| Upload any additional information | View File |

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

a) Teaching

The staff members are provided with various welfare schemes such as Provident Fund, Health Insurance and other schemes of the State Government. Festival allowances for Christmas are given to shift II teaching and non-teaching staff members.

Every year the staff members go for one day tour to various places for recreation and relaxation. It also organizes competitions such as musical chair, shot-put, hundred meter race and various other events for the staff members. Annual retreats are conducted to enhance the Christian values and spirituality among the staff members.

b) Non-Teaching

The non-teaching staff members are provided with various welfare schemes such as Provident Fund, Health Insurance and other schemes of the State Government. There is also provision for the faculty to be a member of the Staff Cooperative Society in Vellore. They are given an opportunity to participate in competitions such as shot-put, hundred metre race, relay etc.

c) Students

The students get the benefit of various scholarship schemes such as SC/ST, BC, MBC from the State government. It takes initiative in developing Christian values and ethics through various activities such as participating in leadership programmes and counselling sessions separately for boys and girls.

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

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

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

Nil

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

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

1

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

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

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

17

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

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

Institutions Performance Appraisal System for teaching and non- teaching staff

The performance appraisal system is materialized through the evaluation and assessment of the university exam result. The heads of the departments are assigned the duty to analyze the performance of the teaching faculty. If the performance needs to be improved, necessary suggestions and recommendations are offered for the better performance.

Non-Teaching faculties' performance appraisal is done by the Office Superintendent and the Heads of the respective departments in terms of their record maintenance and updating of information. The Management adds their final remarks on the Teachers' Appraisal form and recommends him/her for CAS.

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

6.4 - Financial Management and Resource Mobilization

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

The internal and external financial audit is done regularly.

The internal audit for the financial year 2018-2019 was conducted by the statutory auditor CA.W.A.P. THIRUTHUVA DOSS, Chartered Accountant, Vellore.

The external audit is conducted by the Accountant and Joint Director of Collegiate Education, Vellore.

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

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

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

265000

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

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

NIL

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

6.5 - Internal Quality Assurance System

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

The IQAC has significantly contributed in bringing about growth and sustenance of quality in the institution.

- It initiated a webinar for research scholars on 13th May, 2020. Dr. B.S. Selvakumar, HOD of Political Science was the resource person. He gave a special lecture on Research Methodology.
- The team organized a Faculty Development Programme (FDP) on 14th May, 2020. The focus was on Educational Technology in the Current Era, throwing light on online education. Dr. D. Jaikumar, HOD of Physics lectured on 'Effective Teaching-Learning Process'. Dr. Job Gopinath, Assistant Professor of Zoology gave a talk on 'Creation of Google Classroom'. Dr. K. Kishore, Assistant Professor of Commerce dealt with 'Applications in Google platform.'
- The IQAC team organized a webinar on 15th March, 2021 titled Gender Sensitization-Its all about the mindset under the aegis of Dr. R. Annie Vidhya, Assistant Professor of English (NAAC Criteria 7-Head).
- An awareness programme entitled Tutorial on NAAC Accreditation Framework was conducted on 2nd July, 2020. Dr. M. Saravanan, Senior Professor, Ponjesly College of Engineering, Nagarkoil was the keynote speaker. All the faculty members of the institution and those from other colleges participated in the event. There were regular meetings with the NAAC criterion heads.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://drive.google.com/file/d/1m77W8iVryfmb1fGzaOq0gi4ZDAMSHLY0/view?usp=share_link , https://drive.google.com/file/d/1j8XYY-OHfQ3e8DxSwDrFUAbL-GTepDHX/view |
| Upload any additional information | View File |

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

The institution reviews its teaching learning process through regular supervision and conduct of CIA examinations. The students are continuously evaluated through three CIA examinations conducted by the respective departments. The poor performers and irregular students are asked to complete the CIA exams and their performance is evaluated. If their performance is not satisfactory, they are asked to submit special assignments and guidance sessions are conducted for them.

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

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

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

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

Gender equity

1. Department of Commerce organized a seminar on Shaping Minds on 21st January 2021. Totally 450 students were participated.
2. IQAC Team organized webinar -15th March 2021-Gender Sensitization - it's - promoting equality for men & women stereotypical and reasonable for their gender. Totally, 860 students were participated.
3. AIDs Awareness programme was conducted on 26th Feb 2021. 1200 students were participated.
4. Department of Commerce conducted Mother Daughter Awareness programme on 26th Feb 2021. 450 students are actively participated.
5. Department of Physical Education organized a webinar on "How to be Physically Fit during Lockdown" on 25th June 2020.600 students are participated.
6. Women Cell organized a talk on Celebrating Womanhood through Covid 19 on 8th March 2021.
7. Red Ribbon Club Organized AIDs and Tobacco Awareness Talk on 26th Feb 2021.
8. "SINGAPEN 2021" award was received by the 2nd year Social Work Department student in honour of women talent in Social Service on 8th March 2021.

| File Description | Documents |
|---|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for

C. Any 2 of the above

alternate sources of energy and energy conservation measures Solar energy **Biogas plant Wheeling to the Grid** **Sensor-based energy conservation** **Use of LED bulbs/ power efficient equipment**

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | No File Uploaded |
| 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Voorhees College is committed to maintaining a safe and sustainable environment, and as such, it has established robust facilities for the management of various types of waste.

1. **Solid Waste Management:** Voorhees College has implemented an efficient solid waste management system. The campus is equipped with designated waste collection bins placed strategically throughout the premises.

2. **Liquid Waste Management:** To manage liquid waste effectively, Voorhees College has established a wastewater treatment plant on campus.

3. **Biomedical Waste Management:** Given the nature of biomedical waste, Voorhees College has dedicated facilities for its proper management. The college follows strict guidelines and regulations in handling and disposing of biomedical waste. Designated containers for sharps, contaminated materials, and other biomedical waste are placed in designated areas.

4. **E-waste Management:** Voorhees College recognizes the importance of responsibly managing electronic waste or e-waste. The college encourages the reuse, recycling, and proper disposal of electronic equipment.

5. **Hazardous Chemicals and Radioactive Waste Management:** For

the management of hazardous chemicals and radioactive waste, Voorhees College strictly adheres to safety protocols and legal requirements. The college maintains specialized storage facilities that are designed to store hazardous chemicals securely. T

Overall, Voorhees College has established comprehensive waste management facilities for solid waste, liquid waste, biomedical waste, e-waste, and hazardous chemicals and radioactive waste. These facilities aim to minimize environmental impact, promote recycling and responsible disposal, and maintain a safe and sustainable campus environment.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**

C. Any 2 of the above

| 4. Ban on use of plastic | |
|---|------------------------------|
| 5. Landscaping | |
| File Description | Documents |
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | View File |
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | C. Any 2 of the above |
| File Description | Documents |
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | View File |
| 7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading | B. Any 3 of the above |

software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

Cultural Regional, Linguistic, common socio - economic & other diversity 1. Virtual discourse on Tamil language through Computer Technology (???? ?????????????? ??????????) -26th June 2020. 2. Modern Tamil Drama Act (????? ???? ??????) 17th july 2020-depat. of tamil 3. Enhancing life skills and soft skills for smart life -webinar department of English 17th June 2020 4. A webinar on Basic of Latex - Webinar Jam -13th june 2020-math dept. 5. A national webinar on E learning and tools for effective teaching & learning -6th june 2020-dept. of commerce -200 participants. 6. A webinar cum training programme was organized in Mcube Academy - Institute for Financial Marketing skills on Investors Awareness Programme 15th jan 2021. 7. The social work dept. organized a National Webinar on Stress Management during Covid-19 on 19th June 2020-80 participants. 8. The social work student attended Rural Camp at Kasthambadi Vilege, Thiruvannamali Dist-6th March 2021.

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

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

1.Department of Economics organized a National Webinar on 'Keeladi' an Agrarian based cottage Industries supported urban early historical settlement on 22nd July 2020.

2.Department of Economics organized a national Webinar on 'Impact of Covid 19 in Indian Labour Market' 26th June 2020 dept. of economics

3.Department of Defence organized an Awareness Talk on 'Covid 19 - virtual lecture when the pandemic peak will and curve turn down' on 15th May 2020.

4.Department of Defence organized Covid Conundrum on 22nd May 2020.

5.IQAC organized a lecture on 'Traditional classrooms to virtual classrooms: technological, social, and pedagogical changes' on 25th may 2020.

6.Department of Commerce organized a webinar on 'Importance of Passport Visa and Jobs abroad' on 9th march 2021.

7.Department of Commerce aorganized an awareness program on 'Covid-19 - use of Sanitizer, use Face Mask, Social Distancing & Cleanliness' at suryakullam near the college area on18th Jan 2021.

8.Christian counselling centre Vellore and Collee IQAC jointly organized a webinar on 'Addressing Mental Health Challenges in Covid Situation' on 5th June 2020.

9.Department of history organised a webinar on 'Index-State Migrants in the context of Covid 19' on 12th June 2020.

10. Department of Defence organized a Traffic Awareness Programme on 25th Jan 2021.

11. Department of Commerce organised a guest lecture on 'tally certification' on 3rd Feb 2021.

12. Department of Commerce organised an Awareness programme on 'Competitive Exams' on 10th Feb, 2021.

13. IQAC organized 'a career guidance programme' on 24th march 21.

| File Description | Documents |
|--|-----------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | Nil |
| Any other relevant information | Nil |

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

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

1. The College paid Tribute to 20 soldiers who gave their lives for the sake of the Nation in Galwan Valley on 26th June 2020.
2. Bonded labour abolition was observed in the Principal's Office on 9th Feb 2021. Teaching and Non-teaching staff members took on oath.
3. Department of Zoology organized a national webinar on Biodiversity: what is it? where is it? and why it is important for human existence? to commemorate the world environment day 5th June 2020. Dr. V.M. Sathish Kumar, Scientist, Zoological survey of India, Dehradun was the resource person.
4. Zoom meet - Talk on Youth Development to commemorate the Birthday of Dr. A.P.J. Abdul Kalam, the former president of India
5. A webinar in World War II and the Holocaust -28th November 2020- Dept. of Defence.
6. International Yoga Day -virtual mode-21st June 2020 Dept. of Defence
7. The International Women's Day programme -8th March 2021.

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

7.2 - Best Practices

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

1. Tutorial on NAAC accreditation framework in Google platform - Regular meetings of the NAAC Criterion Heads NIRF was submitted on 19th Feb 2021 and AISHE was submitted on 29.03.2022.
2. Bar coding for library books has been completed.
3. Online Journal were subscribed with INFLIBNET.
4. II Year social work dept. Student received SIGNAPEN 2021 AWARD in honor of her talent in social service on 8th march 2021.

| File Description | Documents |
|---|-----------|
| Best practices in the Institutional website | Nil |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

On May 8th, 2020, Voorhees College undertook a noble initiative to distribute basic relief and food materials to the adopted village of R.S. Nagar, Suriya Kulam and Old Town, amidst the challenges posed by the COVID-19 pandemic. This act of compassion and solidarity aimed to provide support to the vulnerable members of the community who were severely impacted by the crisis.

The distribution of relief materials was carried out as a part of Voorhees College's commitment to social responsibility and community outreach. Recognizing the critical needs arising from the pandemic-induced lockdown and economic hardships, the college took proactive measures to extend a helping hand to the residents of R.S. Nagar, Suriya Kulam and Old Town.

The relief materials distributed included essential food items such as rice, wheat flour, pulses, cooking oil, and other basic necessities. These items were carefully selected to address the immediate requirements of the villagers, particularly those facing food insecurity and limited access to resources during the lockdown.

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

7.3.2 - Plan of action for the next academic year

- 1. Assess Learning Loss:** Conduct a thorough assessment to gauge the extent of learning loss among students due to the COVID-19 breakdown. Identify the key areas of academic concern and determine the specific needs of students in terms of knowledge gaps and skill development.
- 2. Develop a Remedial Curriculum:** Design a targeted remedial curriculum to address the identified learning gaps and help students catch up with missed content. Collaborate with subject experts and instructional designers to create engaging and effective learning materials, including worksheets, online modules, and interactive resources.
- 3. Implement Blended Learning Approaches:** Embrace a blended learning approach that combines both online and offline instructional methods. Utilize online platforms and tools to deliver virtual lessons, provide access to resources, and facilitate interactive discussions. Incorporate offline activities such as practical sessions, group projects, and hands-on experiments when feasible and safe.
- 4. Personalized Support:** Provide personalized support to

students who require additional assistance. This may involve one-on-one mentoring, tutoring sessions, or small group interventions. Utilize technology to schedule virtual meetings and monitor individual progress, offering tailored guidance and feedback.

5. Professional Development for Educators: Conduct professional development programs for teachers to equip them with the necessary skills and strategies to effectively support students' learning recovery. Offer training sessions on online teaching techniques, assessment methods for measuring learning loss, and differentiated instruction approaches.