



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Ansar Women's College, Perumpilavu
• Name of the Head of the institution	Mrs. Faritha J	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04885 284912	
• Mobile no	9497787670	
• Registered e-mail	farithaansari@yahoo.com	
• Alternate e-mail	ansarwomenscollege@gmail.com	
• Address	Ansar Women's College, Perumpilavu, Karikkad PO	
• City/Town	Thrissur	
• State/UT	Kerala	
• Pin Code	680519	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Rural	

• Financial Status	Self-financing				
• Name of the Affiliating University	University of Calicut				
• Name of the IQAC Coordinator	Juby Joy C				
• Phone No.	04885284817				
• Alternate phone No.	04885284816				
• Mobile	9562090346				
• IQAC e-mail address	iqacansarwomens@gmail.com				
• Alternate Email address	iqac@ansarwomenscollege.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	www.ansarwomenscollege.ac.in				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	Yes				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.20	2021	14/12/2021	13/12/2026
6.Date of Establishment of IQAC			25/03/2019		
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	Nil	Nil	
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	9
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Preparation and submission of SSR as per the guidelines and parameters of NAAC	
Workshops and Seminars on Quality related themes for Faculty, Administrative Staff and Students	
Created learner-centric environment and promoted training for ICT based teaching and learning through LMS	
Conducted Academic Audit, Green Audit, Energy Audit and Environment Audit of the year 2020-21	
Feedback collected from Students, Faculty members, Alumnae, Parents, Employers, is analyzed and the necessary measures were taken.	
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 style="text-align: center;">Orientation and Training Programmes for Teaching Faculty</p>	<p style="text-align: center;">Conducted Workshop for Faculty members on e-content development, Conducted FDP in Collaboration with Ansar Training College, Orientation for newly recruited faculty, FDP on Moodle and other Learning Management Systems, Training programme on 'How to use Learning Management System Effectively' , Conducted English Language Skill Development Programme.</p>
<p style="text-align: center;">Training programmes for Administrative Staff</p>	<p style="text-align: center;">Conducted Webinar on Stress Management for teaching and non teaching staff, Organized LMS Training programme,</p>
<p style="text-align: center;">Orientation for Students</p>	<p style="text-align: center;">Conducted Webinar on Stress Management, Special lectures by Alumni, Webinar on N-List and Open Access Academic E-Resources for Research, 'SUBH DIKSHA', Induction Programme for First Year students, Orientation of Online tools, Webinar on Online Learning Opportunities and Challenges, Orientation on NAAC Accreditation, Awareness Session on Scholarship and Freeships, Exploring English Language: Scope and Possibilities, Session on Intellectual Property Rights,</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p style="text-align: center;">Yes</p>
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Management	30/03/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2019	16/06/2020

Extended Profile**1. Programme**

1.1	363
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1688
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	601
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	515
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	90
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	90
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	88.18693
4.3 Total number of computers on campus for academic purposes	150
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	
<p>The Institution follows the curriculum prescribed by the University of Calicut. As per the curriculum, the college prepares an academic calendar after consultation with the members of the Academic Council every year and a framework for the effective curriculum delivery is formulated. The IQAC in tandem with the Staff Council prepares the annual schedule of work allotment with various curricular and co-curricular activities to be implemented in an academic year.</p> <p>At the beginning of each semester copies of the syllabus and time</p>	

table are provided to the students and uploaded in the College Website. Teaching plan is prepared by every faculty and the same is uploaded in the Integrated College Management System(ICMS).

It is an institution practice to spell out the learning outcomes, after elaborated intensive institutional learning and faculty training. Programme Outcomes (PO), Programme Specific Outcomes (PSOs), Course Objectives and Course outcomes are prepared for knowledge acquisition and skill development of the learners.

Each faculty member maintains a Teacher's Diary with yearly / Monthly plan schedule as well as daily recorded activities, keeping the target in view.

Academic Monitoring Committee control both the internal evaluation process and Grievance redressal mechanism which operates both at the department and institutional level. Internal Assessments are also conducted as per the academic calendar, ensuring transparency and accuracy. Based on the results of these Internal Assessments, Students are identified as slow learners and advanced learners. Remedial coaching classes are provided for the slow learners. Regular P.T.A meetings are conducted to improve student's performance.

A very effective Feedback Mechanism of students and teachers based on the curriculum are collected at regular intervals.

The college has a well-organized three - tier Grievance Redressal Mechanism wherein students can approach the tutor to share their grievances. If it remains unsolved, they can approach the HOD's, Nodal Officer and the Principal.

The Institution encourages students to register for MOOC, NPTEL courses. And our institution is the centre of MOOC courses. Inorder to make the students advanced learners the college offers different Certificate courses taking into consideration the current global scenario and career opportunities.

- Provide a well- equipped Library with access to INFLIBNET.
- Special attention is given to UGC/NET training and Civil Service Coaching.
- Elective options are available in all programmes of study.
- Measures were taken in the form of department meetings,

college council meetings and all faculties are allowed to attend FDPs.

- Effective curriculum delivery is ensured by teachers using problem-solving and student-centric learning methods.
- Enrichment programmes are offered by each department in the form of national seminars, workshops, intercollegiate Quiz competitions, laboratory practical and field trips.
- Students are encouraged to participate in all academic-related intercollegiate competitions and co-scholastic competitions.
- Faculty orientation and motivation Programmes are provided regularly by the Management and Institution for better curriculum Implementation.

Consistent interaction with the stakeholders like parents, alumni, social welfare institutions, industries and experts of various fields help in a flawless implementation and proficient establishment of the curriculum as specified by the statutory University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ansarwomenscollege.ac.in/academic-corner

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

Ansar Women's College functions in accordance with the University academic calendar in the formulation of the college calendar scheduling the working days, holidays, fee structure, rules and regulations which is distributed to the faculty and students. Teachers plan and organise the teaching plans for each semester accordingly and record it in the Teacher's Diary. The Class Representatives maintain the portions covered each day in the Class Diary issued by the College in the beginning of each academic year.

Adherence to Academic Calendar:

- The Staff Council comprising the Principal and the Heads of the departments plan the academic and non-academic activities and internal evaluation schedule for a year. The teachers are briefed of the action plan through staff meetings by the IQAC.
- The Principal and the Academic Council prepare a work allotment list for the teachers for each academic year and it is circulated among the staff. The activities are planned and executed by the faculty in charge in accordance with this.
- The Staff Council schedules a general timetable for the entire college and assigns periods for core, common, complementary courses, value education, tutorial and association/ club activities.

Internal Examination Schedule:

- The conduct of the Internal Examinations is managed by the Internal Examination Cell which schedules the timetable in accordance with the academic calendar. Two Internal Examinations are conducted for a semester.
- The subsequent publishing of internal grades, issuing of progress card/ student profile, the class PTA are done effectively and according to plan. Seminars, assignments, research projects and innovative academic presentations are assigned to students and valued timely by the teachers. The classroom performance of the students are assessed and enhanced from the initial stages through bridge courses, peer learning and remedial coaching, certificate courses etc.
- The internal examination grades are uploaded to the University website by departments as per University's academic schedule.
- The IQAC spearheads the academic and non-academic activities by collecting the year plan of every department and monitoring its timely implementation. At the Departmental level, the Head of the Department, in consultation with the staff, sets the timetable, divides the duties and learning units to be taught in each semester, plans the teaching learning activities and internal assessment strategies.
- The mentors give effective personal and academic interaction, leading to effective guidance and support to weak students.

- The anti-ragging cell, Grievance Redressal Cell and other clubs and cells focused on environment, social service and women empowerment function in the college as per university guidelines.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://ansarwomenscollege.ac.in/academic-calander

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

19

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

1438

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The curriculum provides protection, development and gender equality. The institution has made conscious efforts to integrate the cross-cutting issues like Gender, Climate Change, Environmental Education, Human Rights, ICT and so on into the curriculum. The institution also provides awareness in terms of rights, benefits, obligations, and opportunities.

Gender Sensitization:

- Numerous courses spreading over various programmes deal with gender sensitization and gender equity like Women's Writing, Blossoms etc are included in the curriculum
- Under the auspices of Women Cell, many programmes related to gender sensitivity are conducted which shape the gender-sensitive spirit of the institution and enable students to interface with real life situations.
- Field works, Elocution competitions on Women Empowerment, Health awareness classes etc.
- Interactive series with eminent women personalities.

Human Values and Professional Ethics:

- Courses covering topics related to human values and focusing on professional ethics, culture and values are included in the curriculum of the programmes offered by the College.
- Social development activities like working in NGOs, organizing blood donation camps, hygiene and health awareness classes, environment awareness camps. It aims at inculcating values, ethics and socially responsible qualities.
- Students organize flash mobs, awareness campaigns, debates etc. in relation to Human rights & values.
- Students initiatives in Social welfare, under the guidance of ASHWAS, Santhwanam programmes, Financial medical aids etc. Patheyam, an initiative by NSS, for providing meals to the poor patients of govt. hospitals.
- Entrepreneurial skill development programmes are organized by the ED club.

Environment and Sustainability

- Numerous courses cover vast vistas of environmental protection, sustainable development, renewable energy resources, energy conservation, environmental pollution, environmental studies etc.

- Various programmes to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visit and field excursions were organized.
- Organic farming and sapling planting are actively conducted by the Eco club, including other activities which instils an awareness on environmental sustainability.
- A strict adherence to Green Protocol is maintained in all activities, playing a vital role in plastic-free rejuvenation of the campus.
- Green Cave - the Nature Club plays a major role in creating a nature of compassion for all living organisms and an awareness of maintaining the ecological balance.
- Observance of World Environment Day, Ozone Day, World Water Day in which students actively participate.
- Workshops and seminars on various aspects of environment sustainability are organized.

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.	View File

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

16

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

414

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criterial/Quantitative/1_4_1/feedback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criterial/Quantitative/1_4_1/feedback.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	
690	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
412	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
Our institution provides inclusive need based education for all	

students including regional medium students, slow learners and advanced learners. As a principle of the Mission and Vision of our Institution, the college focuses on the first generation learners and economically marginalized women students. Curricular and co-curricular activities are designed as potential tools to suit the changing trends in higher education.

Academic progression is assessed through internal examinations, seminar/assignment and other classroom activities like Group discussions, class tests, quizzes etc. An induction programme is organized for all first-year students to help them to get acquainted with the new environment. Program wise bridge courses are conducted to bridge the gap between senior secondary and the college-level teaching-learning process. A Mentoring system is practised in the College, which helps in assessing the learning level of mentees through one to one and group interactions.

Through continuous monitoring and evaluation of the students, students are categorized into advanced learners, intermediate learners and slow learners. Mentors, faculty members and the student counsellor regularly review the academic progress and counsel students to improve their performance thereby ensuring academic growth.

Special Measures adopted for Slow Learners (SL):

The college provides individual mentoring as per their demands in specific subject areas.

- Remedial coaching is implemented in all departments, providing special coaching to the slow learners.
- Simplified academic materials and Question banks are also provided for better learning experience.
- In addition, they are given extra coaching through peer group study which proves very beneficial to enhance inclusive learning.
- English Language Training classes are provided to enhance their academic, communication, personal and creative skills.
- E-content materials are made available to support classroom teaching.

Special Measures adopted for Advanced learners (AL):

Advanced learners are motivated to learn beyond the requirements of the syllabus.

- They are provided career and goal oriented counseling, and encouraged to enroll in various Add on courses under IGNOU, MOOC and other such platforms.
- The Research Promotion Cell encourages these students to participate in National and International level Seminars/ workshops, conferences and paper presentations. They are given guidance in the publication of academic and creative articles in various publications of repute.
- Advanced learners are trained for Competitive examinations and eligibility examinations such as NET, SET, CSIR, JAM and IAS.
- A well-stocked library and computer lab provide them an access to books, journals and other e- resources.
- They are provided opportunities to interact with eminent personalities from various fields and also with prominent alumni for inspiration.

File Description	Documents
Paste link for additional information	http://www.ansarwomenscollege.ac.in/
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
1688	90

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

Teaching learning system adopted has undergone a sea change where the teachers play the role of facilitators and mentors to direct the students towards independent learning. As per the curriculum student centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for improving the learning skills and experimental skills of the students.

It is a regular practice of IQAC to organize orientation and skill training programmes every year/ semester for the staff before the commencement of the semester to enhance their pedagogy of teaching.

Experiential Learning

- Field /industry visits for survey
- Cultural Visits /Field works
- Audio-visual learning in Language Lab
- Mock Interview (Viva Voce)
- Exhibition to promote creativity and experiential learning
- Education Tours
- Literary forum activities, role play during class, mock interviews.
- Field-based teaching-learning activities.

Participative Learning

- Group discussions, Debates and Quizzes
- Individual and Group projects
- Workshops and Seminars
- Talks by experts

- Inter-departmental Competitions
- Panel discussions to present ideas
- Puzzles, Debates, Games
- Club Activities of Clubs / Cells
- Audio-Visual lab and ICT
- NSS Activities
- Skill development Classes
- Research Promotion Cell Activities
- Exhibition conducted by the Institution enhances students' participation in curricular and extracurricular activities.
- A grand Film Festival VANGUARD is conducted annually by the Department of Mass Communication.
- Peer teaching and Group Learning exercises are practised by every department.
- Student participation in seminars, group discussions, quizzes, extempores, debates and other curricular and extracurricular activities.

Problem Solving Methodologies

- Case Studies to develop problem solving skills
- Brainstorming to generate ideas

The evaluation strategies of the College further augment the process of student-centric learning. Various other methods are adapted to encourage interactive and collaborative learning among the students.

The Career Guidance and Placement Training Cell of the College organizes a series of innovative programmes catering to the ever transforming facade of the job market pioneering employment opportunities for our students. Campus placements have opened fresh avenues for better prospects of the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.ansarwomenscollege.ac.in/

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

The New age of advanced information technology has opened up a sea of opportunities for the faculty to enhance and enrich the teaching process. Integrating information and communication technology to the curriculum have commendable positive attributes on students. The use of ICT has opened up vistas of E-learning and Blended learning practices. The magical power of managing individually the learning curve engrosses the students to explore the ICT way of learning.

Innovative avenues in ICT used in the teaching process:

- The AV Lab provides a fully furnished studio for e-content recording and proffers the needed facilities.
- The Institution has access to 6,094 electronic journals and 31,39,309 e-books through N-List.
- Online classroom practices through Google Meet, ZOOM meeting app and Telegram videos.
- An exclusive YouTube Channel is maintained by each department for uploading and broadcasting video lectures.
- Use of MOODLE as an open-source course management system for online course delivery.
- Use of kahoot and Google forms for online quizzes, Marvel for prototype designing, Kinemaster and YouCut video editor for android, OBS Studio, WPS Office, Office lens for assignment submissions etc.
- Social media platforms are used to keep in touch with the students and parents for timely updates.
- Students are exposed to vast arenas of Massive Open Online Courses (MOOC) by Udemy, Coursera and Swayam. Mentors encourage their assigned mentees to attend such courses

according to their capabilities.

- Subject-specific visual presentations in the form of documentaries, movies, scientific and educational videos etc.
- Students are provided e-notes available in UGC e-Patshala website and other such Government approved educational sites.
- Digital question bank comprising question papers of university exams, competitive exams, multiple choice questions with link via the College website.
- A technical wing functions for designing posters, certificates, logos and promotional videos for all curricular and extracurricular activities of the institution.
- The communication between the faculty with the students through informal platforms like whatsapp, telegram etc. allows more effective exchange of ideas.

The technology-assisted learning tools are changing the face of education, they have transformed the classroom learning environment to blended online learning experience. Digital learning increases the student faculty engagement and motivation for a better harmonization of the new era technological advances along with the traditional classroom setting in knowledge generation.

The Institution also strives to combat the challenges confronting the marginalized section in the digital divide that is a game changer in the context of revolutionizing the teaching-learning continuum across the spectrum of higher education. The Institution entrusts itself to be in pace with the trending global scenario along with a care and concern for the limitations that may express itself as challenges to be overarched.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

90

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
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**

90

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

2

File Description	Documents
Any additional information	View File
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**

452

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

2.5 - Evaluation Process and Reforms

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

The Continuous Internal Evaluation mechanism of Ansar Women's College is transparent and robust. The holistic and harmonious evaluative blending of the academics, co-curricular and extracurricular yardsticks temper the internal assessment system which is the hallmark of the Institution.

The mandated University academic calendar which is uploaded in the website at the beginning of every academic year lists the details of working days, holidays, examinations etc. and is followed in tandem with the evaluative mechanism of the Institution.

As stipulated by the University of Calicut, the continuous Internal evaluation has different components such as internal examinations, assignments, attendance, seminar and viva voce, with fixed weightage to each component.

A Centralized Internal Examination Cell which functions with the Principal as chairman and a senior faculty as convenor adheres to the academic calendar. Institutional Academic Calendar includes the tentative schedule of internal exams which is in tune with the University academic calendar. Class tutors and mentors give an orientation to their concerned wards on internal and external evaluation. Two centralized Internal exams are conducted per semester in the pattern stipulated by the University and valued answer scripts are returned within a week.

Weekly /Monthly Tests are conducted regularly to ensure systematic

study and better performance in the internal exams. The student's daily attendance is entered and maintained by the class tutors. A monthly evaluation of the attendance register is done by the Vice Principal and those with a low percentage of attendance are brought to the attention of the Principal.

Seminars and Assignments are given on varied topics igniting students' cognitive domains and graded based on their content and timely submissions. Students are encouraged to do their seminar presentations using ICT tools.

Students' feedback and grievances are dealt through the Internal Grievance Redressal Cell and given high priority. Online Exams are also conducted through google classrooms using google forms.

To insure transparency:

- Tentative dates of internal exams are included in the Academic Calendar.
- Confirmed dates are pre-informed through circulars.
- Centralized Internal exams with mixed seating and class tests are convened in a semester.
- Question paper discussion and the return of evaluated answer scripts within the stipulated time.
- Tutors submit attendance registers monthly for verification to the HoD and Principal.
- Requisite time is given for seminar preparation and assignment submission.
- Publishing Internal Marks after a five-tier verification.
- The consolidated internal mark sheet is finally uploaded to the University via Internal Marks portal after careful perusal by the authority.

To ensure robustness:

- Mixed up seating arrangements in exam halls.
- Teacher squads inspect the Exam halls during the conduct of

CIE.

- Additional exams and retests for slow learners and differently abled students.
- PTA meetings are conducted to evaluate and discuss the performance of the students. Appropriate Remedial /support mechanisms are also suggested by the tutor.
- Consolidated Internal mark sheets are exhibited on the Department notice board.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.ansarwomenscollege.ac.in/

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

INTERNAL EXAMINATION:

At the college level, an Internal Examination Cell, consisting of a senior faculty as coordinator and other teaching faculties as representatives from every department, is constituted to handle the issues regarding the evaluation process. The college strictly follows the guidelines by the Calicut University for internal and semester-end examinations.

During the Induction Programme, the new students are familiarised with the Internal Evaluation Mechanism along with the University Schedule. The students maintain a track of the syllabi through the class diary and interact with the faculty on necessary updates. Adequate preparation time is allocated before the internals. Student challenges are adequately supported through Remedial Coaching, Tutorials, Peer learning, Class mentoring etc.

Two internal assessment tests are conducted each semester and the Time table is prepared and communicated to the students. Seating plan is followed for internal assessment tests and it is displayed on the notice board along with the internal assessment time table.

After evaluation of internal assessment answer scripts, the scripts

are given to students ensuring complete transparency in the system. After internal examinations, the Department conducts class PTA. Attendance grievances are reported to the Head of the Departments and Overall Internal marks are calculated based on the marks decided for attendance.

All course instructors prepare an individual internal mark sheet for each course including assignments and seminars and share it to the Class Tutors. Class tutors prepare the Consolidated Internal marks and forwards it to the concerned HoD for verification. After verification, it is published in the notice board at the end of semester.

A 5-tier Grievance Redressal Cell actively functions within the campus to deal with any kind of discontent or dissatisfaction. Internals are verified and cross checked by the Department Coordinators and HoDs and passed to Nodal Officer of Internal Examinations. Class Tutors prepares a consolidated Internals Mark sheet, goes through this 5-tier verification process and is published on the Department notice board, thereby giving the students an opportunity to raise their concerns, if any.

EXTERNAL EXAMINATION:

University examinations or the Sem-end examinations are conducted as per the Calicut University guidelines. Grievances regarding semester examinations conducted by Calicut University is handled as per university proceedings. An Examination Cell, under the leadership of the Senior Assistant Superintendent(SAS) is responsible for the smooth conduct of the Sem-end examinations and the queries regarding the same are resolved. The common problems include non-receipt of hall ticket, faulty distribution of question papers, withholding results, providing scribe for blind or Mentally-retarded students etc.

Any grievances related to University question papers like Questions from out-of-syllabus topics, repeated questions, improper split of marks, etc. during semester exams are brought to the Principal's notice. After making an analysis of the issue at hand, a request is forwarded to the Controller of Examination, Pareeksha Bhavan, University of Calicut.

If students engage in malpractices, severe action is taken after discussing the matter with the Chief Superintendent. All Examination halls are under surveillance.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.ansarwomenscollege.ac.in/

2.6 - Student Performance and Learning Outcomes

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

The Institution offers programmes sanctioned by the University of Calicut and the broad framework of the National Policy on Education and Global standards are incorporated in the University Curriculum. Accentuating the knowledge and learning process is the fulcrum of higher education. Broadening the horizon of academic learning by incorporating various participatory mechanisms to shape a new dawn in higher education is an ongoing effort of our Institution.

The academic learning efficacy of any programme and courses depends on the Programme Outcomes and Course Outcomes. The institution follows POs and COs drafted by the University. Departments prepare a course file with details of the course objectives, course outcomes, modules, assessment and teaching tools, reference material, total number of teaching hours and credits at the beginning of the academic year. The syllabi of all the departments (UG and PG programmes) with the programme outcomes and the course outcomes of all the individual courses offered by the departments are displayed on the College Website.

The COs of all the courses offered by a department is displayed on the department page in the website. At the beginning of the academic year during the Orientation Programmes and Bridge Courses, students and parents are briefed about the POs. The concerned faculty of each of the departments brief their respective classes about the POs and COs.

The above process ensures cascading of information to the teachers and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://ansarwomenscollege.ac.in/po_co
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Outcome-Based Education has always been the headstone of higher education in recent times. The College follows student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve the stated objectives and outcomes. It focuses on measuring student performance through an analysis of the PO and Co at different levels.

The recruitment of faculty is based on their qualifications, experience and ability to deliver the PO and CO. The faculty members are also encouraged to update their subject knowledge and keep pace with changing trends in teaching methodology and delivery. The classrooms are ICT enabled and state of art laboratories have been established as these are critical for enhancing the teaching learning effectiveness and outcome attainment.

The assessment tools employed are:

- **Internal and Model examinations:** The examinations are scheduled according to the University calendar at the beginning of each semester and it is followed in a time bound manner.
- **Regular class tests:** Each department conducts class tests for each course which are the indicators of the course outcomes.
- **Assignments:** Topics related to their syllabus is assigned to the student and has to be submitted before a due date. A good assignment can motivate the student to learn subject matter in an ideal way. Two assignments in each semester are given to students and are considered for the internal assessment.
- **Seminars:** ICT enabled seminars are assigned to students and after the presentation there can be a general discussion in which all participants get an opportunity to clear their

doubts and raise their viewpoints in the stipulated time. Weightage in internal assessment is given according to the performance in seminar.

- **Projects:** Individual projects and group projects are given to PG and UG students respectively for assessing the course outcome and hence the learning outcome of students.
- **University examinations:** Formative assessments are conducted by the University and practical examinations for the lab oriented programmes are also conducted to evaluate the program outcome.
- **Viva-voce:** Viva- voce is conducted at the end of a course programme by the University and the score is included in the last semester assessment sheet.

Methodologies adopted to analyze the PO, CO attainment:

- **Analysis of examination results:** Analysis is done after each and every examination at the department level. Program wise and course wise analysis gives an account about the program outcome and course outcome.
- **Feedback:** Feedback is collected from stakeholders to analyze the student performance and hence the program specific outcome. Suggestions are taken from alumni also. Remedial measures are effectively implemented to improve the program specific outcome.

Analysis of Student Progression: Each department takes necessary steps to update and analyze the status of progression to higher education. College is keeping a database of student placement details and it is used to analyze the status and progression of employment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.ansarwomenscollege.ac.in/

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**300**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://ansarwomenscollege.ac.in/uploads/user_files/file/IQAC/AWC%20IQAC%20Report%202020-21.pdf

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)**

<http://ansarwomenscollege.ac.in/iqac-rports>

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)	No File Uploaded

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	No File Uploaded

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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The College has created an ecosystem for innovation like the Entrepreneurship Development (ED) club and other initiatives like the Research Promotion Cell for the creation and transfer of knowledge.

The Entrepreneurship Development Club initiates a number of programmes to inculcate the spirit of entrepreneurship among the students. It has organized various training and skill development programmes for the development of students as entrepreneurs.

The College has a Research Promotion Cell which inculcates research culture and aptitude amongst the students and teachers and facilitates professional resources through various seminars and workshops since its inception in 2017.

The faculty and students are encouraged to participate and present papers in conferences/seminars/workshops/FDPs conducted by other institutions, thereby getting them acquainted with the current research scenario.

All the departments in collaboration with various cells of the college had organized National Webinars/ Workshops successfully attracting inimitable research minds to inspire the young learners. Meritorious students too are encouraged to present papers in these seminars/workshops.

Students of the Department of Computer Science, Physics, Psychology and Commerce are encouraged to conduct their projects in various institutions, hence obtaining an exposure in their subject of study. They are also advised to undertake projects related to social issues. The conclaves of students during such programmes serve as an effective ecosystem for the creation and transfer of knowledge.

Various Departments encourage the students to conduct their seminars with the assistance of PowerPoint presentations which are then collected and kept as a Repository of PowerPoint for further reference.

Intellectual Property Right (IPR) Cell monitors and addresses issues related to research and IPR by conducting seminars/workshops. The college has a well-functioning placement cell which organizes activities like placement drives, lectures on placement opportunities and entrepreneurship development etc..

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

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

20

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

3.3 - Research Publications and Awards

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

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

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)	No File Uploaded
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

1

File Description	Documents
Any additional information	View File
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

1

File Description	Documents
Any additional information	View File
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

Holistic development and integrated learning is promoted among students in order to add social values to the society. Extension programmes of the Extension Cell, Centre for Life Skill Development, NSS and ASHWAS throw light on the core values and ethos of the College.

Celebration of International Women's Day, Energy awareness day, Human Rights Day, Constitution Day, International Yoga Day, World Disability Day, International Mountain Day, Environment Day, Republic Day etc..

Participation in Community development, gender sensitization programmes and Environmental Awareness program.

Seven Day Virtual Camp was conducted for NSS volunteers where experts from different fields talked in the webinar session.

ASHWAS Club and Student Relief Wing conduct activities to create a culture of welfare and charity.

PG Department of Psychology conducts an outreach programme "Resilience in the day care" at Pratheeksha Charitable Society.

The NSS unit has adopted a colony -"Naayadi Colony ''-the students provide social services and Self defense training conducted by Pink Police for the colony residents Mukkutta field in North Kottol. The volunteers built a reservoir to water the birds during summer. Through these extension activities the students develop an ethos of socialization and learn to think for social welfare. The Extension Cell also inculcates the value of gender equality, humanity and environmental sustainability.

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

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

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

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

14

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

230

File Description	Documents
Report of the event	View File
Any additional information	View File
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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

74

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Ansar Women's College, situated on a 12.62 acres campus, is located in the rural town of Perumpilavu and has adequate facilities for teaching and learning with Wi-Fi enabled classrooms, well equipped laboratories and updated technological facilities.

The campus has 3 main blocks, a library block, an auditorium block, a crèche block and an aesthetically designed physical space for recreation. The entire campus is built with a keen sense of the surroundings, ensuring ample ventilation across the campus.

CLASSROOMS & SEMINAR HALLS:

- 32 classrooms are provided with ICT facilities.
- 3 Seminar Halls are equipped with computers, LCD projectors and audio systems to facilitate the conduct of meetings, seminars, workshops and conferences.
- LCD projectors, LED TVs, Video conferencing and e-content development facilities are available.

LABORATORIES:

- Central Computing facility with 130 computers- Browsing Center and E-learning Center are available for course registration, online tests, workshops and faculty performance appraisal. These ICT centers are under CCTV surveillance.

- Language laboratory/ Communication Lab with 10 computers and accessories to enhance the effective communication skills are available.
- A well-equipped Physics Lab and Chemistry Lab with all the necessary facilities are provided for the academic benefit of the students.
- A well-equipped Psychology Lab with all the necessary tools required.
- The college has an Audio-Visual lab with 10 computers for enhancing students' practical knowledge regarding software skills related to media.

COMPUTING EQUIPMENTS:

- Systems with Dual Core Processors, Pentium i3, i5 and i7 are available. Free internet service is provided to staff and students.
- 200 Mbps BSNL leased line, 9 controlled Wi-Fi access points and optical fiber connected network for campus-wide internet access are provided.
- 2 Generators with total capacity of 190 KVA power and Solar Panel with 25 kWh for uninterrupted power supply.

LIBRARY:

The college has an academic library containing 12,925 books and 37 subscribed periodicals and other resources to meet the needs of students for education, information and personal development. The library provides physical and digital access to materials through INFLIBNET thus facilitating group study and collaboration.

OTHER ADEQUATE FACILITIES:

- The college has well-furnished administrative offices, library and information center, examination wing, seminar rooms, conference hall, canteen /Social Center, sick rooms, girls hostel and mess, transportation facilities, yoga/ meditation centre and fitness center, prayer hall and hygienic washrooms.

- Separate rooms are facilitated within the campus like NSS room, Counselling Room, Creche facility, Entrepreneurial Development Centre for Skill Development and IGNOU (Indira Gandhi Open University) Study Center providing courses for students outside campus.

The campus is always undergoing expansion of infrastructure to cope up with the timely advancement to meet the needs of new courses. Upgradation of technological resources, cleaning of campus with proper waste disposal, life skills and spiritual enhancement are consistently elevated to provide an effective teaching learning process.

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

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

Ansar Women's College has an adequate infrastructure in terms of space and facilities with sufficient funds catering to the physical and mental development of students.

SPORTS & GAMES:

- The College strives to form physically robust individuals and teams, committed to God and to social growth.
- The College has two indoor stadiums and one outdoor ground and also has the following facilities:
 - Basketball Court (28*15 Sq.Mts.)
 - Volleyball Court (18*9 Sq.Mts.)
 - Table Tennis Court (2.74*1.52 Sq.Mts.)
 - Shuttle Badminton Court (13.4*6.1 Sq.Mts.)

- Gymnasium (20*10 Sq.Mts.)
- Athletics (200 Mts. Track)
- Outdoor games like Handball, Kho-Kho, Tennis, Kabaddi, etc. are also regularly played in the campus.
- Indoor games such as chess, carroms, table tennis are also encouraged among the students.
- A number of sports activities conducted by the college in order to encourage athletics among students.
- The College appoints highly qualified and professional sports coaches to train the college sports team in various sports & games.

MEDITATION & YOGA:

- A well-constructed gymnasium and yoga/ meditation centre to promote physical, mental and emotional fitness of children is maintained in the campus.
- There is an active Yoga Club in the College.
- Mats and cushions are provided for meditation and nearly 150 students can be accommodated at a time for a session.
- International Yoga Day is celebrated annually in the College on 21st June. Experts on Yoga are invited to interact with the students.
- A Faculty, who is also a certified Yoga trainer, gives training sessions regularly to interested students of the Yoga Club.

FINE ARTS & CULTURAL ACTIVITIES:

- The College has three well-equipped auditoriums - one Main auditorium & two Mini Auditorium and two Open Stages with supporting Audio-Visual aids, lighting facilities and necessary equipment and properties for conducting various cultural events.

- Professional trainers are arranged by the Management for training the students in cultural activities, especially during D-Zone and Interzone competitions.
- The College has an exclusive Music Club, which identifies & encourages students with music talent. Music events are often organized under the auspices of the Club.
- The College Fine Arts Club conducts Freshers Day, Arts Day and various Inter-Departmental Competitions and Cultural Fests to encourage students to exhibit their talents and excel in Fine Arts. A staff (appointed as Teacher-in-charge of Fine Arts) and student representatives from all departments organize and conduct the fine arts activities every academic year.
- The students are encouraged to participate in various intercollegiate cultural competitions at regional, state and national level and they bring back laurels to the college.
- Students have participated and brought laurels and prizes (including INTERZONE) to the college.
- Observance of important days like International day of Older persons, Environmental day, Readers day etc. are celebrated in collaboration with different clubs.
- Workshops, seminars, and talks by eminent professionals from different creative fields are organized regularly to imbibe a culture of arts and imagination.

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

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

52

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ansarwomenscollege.ac.in/it-facilities
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1658360

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

The library of Ansar Women's College has an area of 3000 square feet, with ample space for individual and group reference. It functions as a knowledge resource center for the students and faculties of the college, operated under KOHA which is a fully automated Integrated Library Management Software, which was automated in 2021. Before upgrading to the current system, the Library was operating using LIBMAN, an Open Source Integrated System (ILS) developed by the institution's IT unit. A software for the benefit of visually impaired students, Job Access With Speech (JAWS), have been installed in the Library.

Books are identified by unique catalogue code which has the attributes Name, Author, Classification, Language, Publisher and

Category and provides open access to its materials. The books are arranged according to Dewey Decimal Classification. Special books such as NET coaching, Competitive Exam Books, Dictionaries, Encyclopedia, Culinary Books, Yearbooks, etc. are also available.

The library can accommodate more than 150 students at a time and provides a separate reading facility for students and faculty. The reference shelf is placed near the entrance. The library provides facilities such as Circulation Counter, New Arrival Display, Periodical Display, Digital Library, Stack Area etc. The library already has three systems with software and other systems with net facilities. A wide repository of Books, Journals, CDs, Newspapers, E-Resources, Project Report, Question bank etc. is available.

Our library provides facilities to access online resources like INFLIBNET N-LIST. With computers and high-speed internet access in the library, users can make use of the online resources. The library Advisory Committee is in charge of designing policy matters for the smooth functioning of the library. The committee consists of the Principal as the Chairman, Librarian as the Convener, Heads of various Departments, and Student Representatives.

The library observes Reading Week, organizing various programs in connection with it. . Best Library User Award is instituted by the college to the student and faculty members who most effectively make use of the library.

The members of the college library have created a Reader's Forum which functions in the college with the association of the library. The Reader's Forum conducts different types of activities every year like Book Review sessions, Commemorate famous writers and so on.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://ansarwomenscollege.ac.in/library

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
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)

749861

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

4.2.4 - 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

250

File Description	Documents
Any additional information	View File
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

The institution has made a remarkable progression and upgrades its ICT infrastructure regularly.

Integrated College Management System(ICMS)

- All academic and administrative processes are online and partially automated.
- E-content preparation facilities are available in the Audio-Visual Lab.

Technology Upgradation:

Wi-Fi

- During 2015-16, BSNL 60 Mbps fibre connection was used.
- NMEICT service was implemented with 10 Mbps Unlimited speed during 2018.
- Currently the Institution avails the NMEICT service with 40 Mbps Unlimited speed, implemented during the academic year 2020-2021.

ICT Facilities:

- The College has around 150 computers altogether, including those in labs, in the Library and in different departments and offices.
- Every department has an adequate number of computers with internet facilities and printers for technical needs.
- The Language Lab facilitates 10 computers, accessories and the necessary software for Listening Speaking & Reading (LSR) Communication skill developments.
- 9 controlled Wi-Fi access points are available and Free Wi-Fi access is provided for staff and students.
- The College Library is fully automated using KOHA, an Integrated Library Management Software and before that with LIBMAN, which was developed by our institution's IT unit. Version 1 was developed in 2006 with Client server architecture using Oracle Development 2000 and Oracle Database 8. Version 2 was developed in 2016 with cloud computing 3-tier architecture.
- 32 classrooms are provided with ICT facilities. 3 Seminar

Halls are equipped with computers, LCD projectors and audio systems.

- LCD projectors, LED TVs, Video conferencing and e-content development facilities are available and updated if found necessary.
- A fully structured Networking including optical fibre connectivity is available in the campus.
- The college has an Audio-Visual lab for enhancing students' practical knowledge regarding software skills related to media. Recent accessories to the Lab include a DSLR (canon D1300) and a video camera (Sony full HD HXR-MC2500).
- The college library is linked to INFLIBNET. Access to e-journals and e-books are provided by N- LIST.
- An active IT Department engaged in the overall maintenance of the ICTs in the campus.
- The College has upgraded to Biometric Punching for staff.
- The College had developed its own website, later purchasing a standard version in 2019-20 and further purchasing Cloud space as per the growing needs of the institution.
- Surveillance cameras have been installed in the campus since August 2014 as a part of examination reforms of the affiliated university. CCTV cameras have been installed at strategic points.
- The system of sending SMS updates to parents regarding their ward's attendance and other notifications have been practiced in the college.
- Youtube Channels have been started by every department to facilitate live streaming of lectures and programmes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ansarwomenscollege.ac.in/it-facilities

4.3.2 - Number of Computers

150

File Description	Documents
Upload any additional information	View File
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	View File

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)

1658360

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

Ansar Women's College strives to meet the growing needs of the institution with the support of the Planning Committee, making available adequate physical infrastructure and constantly upgrading facilities in order to provide, maintain and utilize physical, academic and support facilities.

SYSTEMS & PROCEDURES:

- The Principal discusses with the Planning Committee and presents a report regarding physical, academic and support facilities in the Management for approval and implementation.
- The HODs, faculty, non-teaching staff and other service personnel are given responsibility to maintain the facilities under their supervision.
- An annual audit & stock taking of the physical, academic and support facilities is undertaken for assessment and evaluation.
- A detailed report is submitted by the Heads of the Departments to the Principal which aids in planning for the next academic year.

MAINTENANCE OF INFRASTRUCTURE FACILITIES:

- Maintenance Staff are responsible for maintenance related to electrical, carpentry, painting etc., of the classrooms and the entire campus throughout the year and major renovation / construction works are undertaken during vacation.
- Technical requirements and other infrastructure facilities are

maintained regularly by separate electrical and technical maintenance staff.

- Fire extinguishers and First Aid Kits are maintained regularly and their refilling is done before the date of expiry.
- The Cleaning Staff maintains the cleaning and maintenance of classrooms, seminar halls, laboratories, staff rooms, prayer halls, washrooms, library and corridors are done regularly on a daily basis.
- To ensure protection of staff & students, CCTV cameras have been installed at vantage points.

MAINTENANCE OF ACADEMIC FACILITIES:

Computer, IT and internet facilities:

- There is a Lab Assistant in the computer lab for technical assistance & monitoring.
- The college has a system administrator to oversee the maintenance of computers. For any repairs beyond the scope of system administrator, external agencies are called for.
- Computer technicians will be ready to check all the equipment and take necessary actions. Computer technicians will ensure timely replacements of any part as necessary. The technical failure or break downs are recorded in a register.
- 20kw UPS is provided for uninterrupted power supply. Main server and accessories are installed with power backup.
- Hardware technicians provide service from 9 AM to 5 PM on all working days for the maintenance and repair of computers within the campus.
- Students are instructed to follow standard operating procedures strictly during the use of systems to avoid system failure due to improper usage.
- Use of ICT facilities for teaching and learning is recorded in the log book.

Laboratory:

- The stock taking of all the equipment, instrument, glassware etc., in the lab is done annually and details are forwarded to the College Office for further action. Damaged items are discarded /replaced.
- Electrics and electronics equipment are checked regularly at the end of every semester and there is a regular maintenance of Fault registers and Log books.
- Issue and breakage registers are maintained in the laboratory.
- For any kind of maintenance or repair the laboratory staff-in-charge reports to the Head of the Department, and it is forwarded to the Principal.
- Glassware (test tubes, conical flasks etc.) and small scale instruments are given to the custody of students for one year. Any breakage shall be penalized at the completion of the year.
- Calibrating and weighing instruments are used with the guidance of technicians. Lab assistants are the direct custodians of the equipment in the lab.
- The instruments & equipment are serviced by the suppliers from whom it is purchased, in case of any service required.
- The maintenance register of the same is kept in the laboratory (with details of maintenance entries i.e, name of instrument, date and description of maintenance).

Library:

- The Librarian ably assisted by a library council, looks after the maintenance of library books, journals and other infrastructure in the Library.
- The annual stock taking and maintenance of the library books is carried out during the vacation.
- Damaged books are repaired, bound and digitized if needed.
- A list of required books is collected from each department and procured for the next academic year.

- A "SUBMIT YOUR IDEAS" box is kept in the library for students to request books to be purchased by the library.
- A nominal penalty is levied for delay in returning the library books or losing them.
- Library is cleaned every day in order to reduce damage caused by dust, insects etc.
- The Departmental Library is taken care of by the staff-in-charge in each department.

Sports:

- The playground is cleaned and all the courts are marked before the start of the academic year and before the Annual Sports Day.
- The Sports coaches are in charge of maintaining stock registers.
- The worn out and condemned equipment are replaced /disposed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://ansarwomenscollege.ac.in/policy-documents

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

82

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

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

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

368

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://ansarwomenscollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1	
File Description	Documents
Any additional information	View File
Number of students benefitted 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 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	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
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	

3

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

70

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

0

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)	No File Uploaded

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)

Student Council:

The Student Council of AWC consists of Student Council members, University Union Council Members, Fine Arts Secretary, Sports Secretary and class representatives. Student Council is being increasingly recognized as a very effective means of accomplishing a vast variety of educational aims and objectives and encourages sharing their ideas and visions.

Representations in Clubs/ Cells:

There are various clubs and committees namely Entrepreneurship Development Club, Women Cell, Energy Conservation Club, Sports Club, Nature Club, Literacy Club, Open Forum, Audio Visual Club, Health Club, Discipline Committee, Magazine Committee, Arts Club which are headed by the student representatives. Various programmes are conducted each year by these students under the guidance of a teacher-in-charge of the respective clubs.

Representation in SQC and other Academic /Administrative Bodies:

The students have representation in SQC which is the student's wing of IQAC and many other ad-hoc committees. The feedback given by the students in academic and administrative aspects has been implemented in the upgradation of curriculum and teaching-learning process. As an IQAC initiative, it is an institutional practice to train student leaders for effective leadership and management.

Roles & Responsibilities:

The student leaders work under the guidance of the Principal, VP and the HoDs and have frequent meetings on all matters regarding College activities. The Student Council assist in

- Maintaining campus discipline
- Planning and execution of College Events and Celebrations like Fresher's Day, Fin Arts Festival, Annual Sports Day, Regional and National festivals, Iner-Departmental Competitions, Inter-Collegiate Events, Seminars & Conferences
- Organizing On Campus and Extension initiatives

Student Initiatives & Creative Campaigns:

The Student Council initiates creative campaigns to create awareness and address specific issues.

On Campus Initiatives:

1. Anti-Ragging campaign - To create awareness on zero tolerance to ragging in the campus
2. Women Cell activities to empower and enlighten female students.
3. Nature Club/ Eco Club activities to create an environmental awareness
4. Other such Clubs and Cells' activities

Extension Initiatives:

1. Save Children, Save Future Campaign in Schools in the vicinity to create awareness on Child Sexual Abuse, substance abuse,

Psychological abuse etc.

2. Ashwas Club activities to extend a helping hand to those in need.
3. Relief Works.
4. NSS Extension activities.

The constructive suggestions given by the Student Council have been implemented in enhancing the campus environment to develop the excellence of the College.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/
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

27

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Ansar Women's College has a functional Alumni Association with an objective to foster long-term relationships among Alumni members and College. The Alumni Association is in the process of registration and the annual Alumni meet is held on the 15th of August every year to ensure maximum participation.

An Alumni committee of responsible teaching and non-teaching faculties was formed. Alumni notifications and invitations are published via leading newspapers and social media platforms. A WhatsApp group of Alumni including former Union members is also actively maintained by the college.

The Alumni meet was conducted as a mixture of cultural and non-cultural events participated by Alumni members, teachers and students. The meet serves as an incredible opportunity for the alumni members to share their college days as well as their life experiences with the faculty and students. A number of our Alumni have proved their merit in the respective fields of their career.

Members of the Alumni who are also academicians visit the college and deliver lectures to the students on various occasions. They offer student support services by way of counselling, guidance and lectures. The contributions provided by the Alumni are invaluable to the college, students and the society.

Some of their major contributions include:

- The Ansar Alumni chapter has given financial assistance.
- Student Sponsorship for deserving students.
- Honouring teachers for their academic contribution
- Offering rewards to College Toppers
- Sponsoring Books, Uniforms and tuition fees for eligible students.
- Strengthening library assets by contributing books, Furniture etc.
- Organizing exhibition and cultural programmes
- Student counselling sessions by Psychology Dept. Alumni.

Besides the common Alumni Meeting, Department wise alumni meetings are conducted to nurture their relation within each department. Every department has a database of final year students, which is updated from time to time.

In the last Alumni committee meeting, a decision had been made to form as many country-wise Alumni chapters by including members from each respective country. As of now, Alumni chapters have been successfully formed in two countries, namely UAE and Qatar.

We will be taking advantage of our currently active Facebook page (<https://www.facebook.com/AWCPerumpilavu/>) to connect to as many members as possible. During the Alumni Meet, we collect valuable feedback from our alumni via a feedback form to improve Quality in all facets of the college.

Needless to say, this auspices undoubtedly serves as an incredible platform for both the college and our loving Alumni members to strengthen their bonding to the college and vice versa.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Ansar Women's College, founded by Ansari Charitable Trust in the year 2002, firmly believes that academic education alone is not enough for the success in this world, hence imparting value education for the new generation. Like its name "Ansari", the Ansari Charitable Trust lends a 'helping hand' to those in need, be it

through education or health care.

Vision - Every graduating student is empowered with the highest spiritual and intellectual competencies to be able to lead a morally upright life.

Mission - To facilitate every student to grow into an integral personality having the traits of character, scholarship, leadership and citizenship.

The core values of AWC comprise of Academics for excellence, Nurture national integrity, Service to women and marginalized, Agility to change society and Righteousness. The College follows the principle of secularism which is reflected in the past history of AWC.

Nature of Governance:

The College is governed by the centrally monitored Managing Committee of Ansari Charitable Trust. The Management, Principal, Vice principal, Dean, IQAC, HoDs, faculty members along with other stakeholders collaborate to strengthen and fulfil the institution's Vision and Mission. This governing body meets annually to review the politics, strategies, achievements, budget and future plans.

The Principal heads the academic and administrative leadership advised by the Managing Committee and academic council members. There is a transparent interface between the student's union and the staff that helps to materialise the strategies.

The Academic Council, chaired by the Principal, focuses on the enhancement of curriculum design and teaching, learning and evaluation process. The curriculum structure, syllabi of various disciplines including that of the Life Skill Department are presented and approved. The Academic Monitoring Committee ensures that each Department prepares an action plan based on the guidelines given by IQAC, to provide quality education and enhance academic growth.

Staff Council /College Council is involved in governance through their representation in the decision making bodies and other statutory committees formed to streamline the progress of academic and administrative activities. Association activities, NSS, minority cell, grievance cell, counselling centre, ED Club and other clubs also function with complete transparency.

Perspective Plans:

The perspective plans based on the Vision and Mission are:

- To create a conducive learning ambience for all round development of students.
- To frame a curriculum that develops global competencies.
- To strengthen the academic potential and employability /entrepreneurship skills of students.
- To empower the women students to tackle the challenges in the job scenario.
- To awaken social consciousness and prepare socially responsible citizens through value based education.
- To develop excellence in teachers, creating the right environment for research, innovation and consultancy.
- To include students from economically and socially weaker sections of society and first generation learners.

The governing body adopts a style of person-oriented leadership, providing a healthy ambience for teaching and learning. The leadership continuously encourages contributions of the faculty, and the process of governance is not static but dynamic and progressive. The management system is participative, democratic, transparent and collaborative.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Qualitative/6_1_1/VISION%20AND%20MISSION.pdf
Upload any additional information	View File

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

Ansar Women's College follows an effective democratic management

system through participative decision making. A Vice Principal and Head of Departments are appointed to occupy important administrative positions and assist in the academic and administrative duties.

The institution encourages and motivates a culture of decentralization and participative management by involving staff members in a number of administrative roles. A well-designed organizational structure including Governing Body, Academic Council, PTA, Moral Committee and College Council form the backbone of the institution. IQAC and auxiliary committees participate in planning, execution and monitoring academic and administrative processes. College organizes different events with involvement, cooperation and participation of all stakeholders.

Before the commencement of each academic year various college committees are formed by the College Council under the guidance of the Principal, consisting of teachers and some committees include non-teaching staff and students as well. Every Committee has the freedom to prepare an action plan, which is implemented after the approval of the Management.

The planning board meets at the beginning of the academic year to plan the academic, co-curricular and extra-curricular activities to be undertaken for the year. The infrastructural facilities that need to be updated are brought to the notice of the management.

The management committee, in consultation with all stakeholders, frames guidelines and strategies for the progress of the institution. Feedback data from all stakeholders is considered for policy and decision-making. The Principal is assisted by the staff council and IQAC and the Staff Council's decisions are executed at the department level through the respective heads and faculties.

Decisions and suggestions of the various Departments are presented by the respective heads in the staff council meetings. After careful deliberations, these recommendations are presented to the governing body for implementation. Participatory decision-making is practised within the student community too through the student council to accommodate any dissenting views.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Qualitative/6'1_2/VISION%20AND%20MISSION.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Certificate Courses & Add-on Courses:

Ansar Women's College practices strategic planning to implement various perspective plans to enhance the academic dimensions of the institution. Keeping in mind the current institutional and higher education scenario, the IQAC proposes certain improvements and prepares perspective plans for starting new programmes that have great relevance in the present scenario.

The institution is administered by Ansari Charitable Trust which always prioritizes the quality of excellence. The strategic planning is effectively carried out at the right time. In line with the changing scenario of higher education and career opportunities, the Executive Board of Management realized the need to introduce Certificate Courses to supplement the current curriculum. Based on the feedback collected from staff and students separately and the changing career opportunities in the current global scenario, IQAC proposed this initiative to introduce Certificate Courses. Moreover the students are also encouraged to enroll in the various effective Add-on Courses provided by IGNOU.

IQAC has created a short term and long-term perspective plan in consultation with the management and various stakeholders. The representation of our mentor institutions is also considered for the formulation of the strategic plan. The perspective plan is revised every year by the IQAC and management envisions its strategic plan based on it.

The institution is committed to the pursuit of excellence in the field and education. We achieve this by constantly improving our quality management through:

- Providing creative learning experience

- Conductive learning ambience
- Adapting innovative teaching methods
- Student centered activities
- Faculty development programmes

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://ansarwomenscollege.ac.in/ignou-study-centre#
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.

Organizational Structure:

The College functions as per the Educational Policy of the University of Calicut and has a defined organizational structure. Important matters such as drawing Institutional Policies, starting of new Programmes, infrastructure development, sanctioning of posts, staff appointment and salary revision are decided by the Executive Board of Management and the Governing Body.

As and when required, the Executive Board of Management decides to increase decentralization including more functionaries and Committees for governance. The Organogram depicts the current organizational structure.

The Academic Council, chaired by the Principal, plans for the academic and administrative activities of the College. The Controller of Examinations is responsible for the conduct of the University Exams, while an Internal Examination Committee is in-charge of the smooth conduct of Internal Exams. The major decisions taken by the Staff Council and decision-making bodies are communicated to the staff through the HoDs. The staff serve as a link between the HoDs and students.

The Academic Council with the help of the Staff Council executes all the academic decisions. The Vice Principal assists the Principal in the organization, management and conduct of various activities of the College. The Co-curricular activities are planned and monitored by the various staff coordinators who are in-charge of the different Clubs and Cells. Extension is an integral part of the curriculum, which is coordinated by the Extension Cell.

The IQAC, chaired by the Principal, is an independent body which works to ensure the quality and excellence in the academic and non-academic activities of the College.

The Librarian along with the Library Advisory Committee take responsibility for maintenance and updation of library resources and facilities.

The Planning Committee plans and prepares a budget for department requirements based on their needs, and with the approval of the Finance Committee, the Purchase Committee purchases and supplies the requirements.

The Office Superintendent coordinates the functioning of the administrative staff for work allotted to them. For academic matters the administrative staff are governed by the Principal and for administrative work they report to the Administrative Officer.

The Student Council, which openly discusses matters relating to students' welfare, is guided by the Vice Principal. Parent's Forum also contributes suggestions through the PTA for student progress and institutional development.

The two way process of administration - top to bottom and bottom to top creates a collaborative environment.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/policy-documents
Link to Organogram of the institution webpage	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Qualitative/6_2_2/ORGANOGRAM%20ANSAR.pdf
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	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

As a pioneer in women's higher education, the College has several welfare measures for the staff to develop and upgrade their professional and administrative competency.

1. As per the EPF act, the institution contributes to Provident Fund and ESI Benefits are provided to all the employees.

3. Medical Leave & Maternity leave for eligible employees.

4. Employees get fee concessions for their wards in Ansar English School and free medical benefits are provided in ANSAR Hospitals.

6. The management ensures a multicultural environment by celebrating

all festivals.

7. Internet and free Wi-Fi facilities are available for the smooth conduct of Smart Classes.

8. Staff tours are organized annually.

9. Faculty Development Programs (FDP) for faculty members are organized on a regular basis, skill development courses are organized for non-teaching staff to enhance their skills in the work environment.

10. Automation of attendance and leave using a biometric system.

11. Gratuity for the employees of the institution.

12. Counselling is provided to increase the work life balance and increase productivity.

13. Language Training sessions are provided for the faculty to enhance their communication skills.

14. Women Cell is established for creating venues for women to flourish and gain empowerment.

15. All the non-doctoral staff members are encouraged to enroll for Ph.D. programs and one-year leave is granted for the purpose of maintaining their status/ benefits.

16. Staff Welfare Scheme is provided for all employees who have completed two years service, offering loans without levying Interest.

17. Crèche facility is available where the staff can bring their toddlers after their maternity leave maintaining continuous service.

18. Water Purification Plant on Campus.

19. Security personnel provide round-the-clock security.

20. Salary advances to staff members on request.

21. Grievance Cell exists for non-teaching staff. Meetings are held every month where their concerns are heard, chaired by AO, CEO.

22. Incentive for staff for special achievements such as Ph.D.

produced, awards received, books published, participation in international conferences etc.

23. Faculty are permitted and encouraged to attend FDP, Orientation and Refresher programmes as per the stipulated rules. Reimbursement of claim for attending conference/FDP/STTP/Workshop.

24. On Duty leave /permission to attend Seminars/ Workshops/ Conferences at the national and International level and as Resource Persons / Consultancy to other institutions.

25. Financial support for staff to attend Seminars and Conferences (Travel and registration expenses)

26. Annual social gathering, including an annual Iftar party.

27. Bereavement leave or compassionate leave is provided for all employees including temporary staff.

28. Provision of Medical and Casual leaves.

29. Flexible working hours for faculty.

30. Salary advance facility for teaching and non-teaching staff in case of urgency

31. Sports and cultural meet for all teaching and non-teaching staff of the institution is held annually.

32. Festival allowance is given to all employees, once a year.

33. Secure boarding facility for female staff, both teaching and non-teaching.

34. Vehicle Parking facility is provided for the staff.

35. A Social centre and Canteen is facilitated within the campus premises.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/policy-documents
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**

5

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

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

0

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)	No File Uploaded

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**

0

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

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

Performance Appraisal System:

The Institution has a Performance Appraisal System for the teaching and non-teaching staff. For the teaching staff, an all-inclusive performance appraisal system is in place where feedback is taken about every faculty in the form of self-appraisal, feedback from students and feedback from management. The data is compiled and the report is created by KAHAN, the LMS used by the institution. The report is forwarded to the management by the IQAC and appropriate actions are taken as necessary.

The Institution maintains an internal performance appraisal for monitoring the performance of the faculties and non-teaching staff, which is reviewed on an annual basis.

Student evaluation of teachers: A computerized teacher assessment by students is implemented by IQAC to evaluate performance of the staff. The Principal analyzes the consolidated evaluation report prepared by IQAC on individual teachers and hands over the report to the concerned teacher.

Self-Appraisal Form for teachers: It is compulsory for every teacher to furnish the self-appraisal form which provides the annual performance of teachers which include the curricular, co-curricular, and extra-curricular as well as research activities every year. The Self-appraisal form is then reviewed by the Principal and IQAC. Management also conducts performance review meetings regularly.

Monthly Report: Monthly report is prepared by the Heads of the Departments contains all the departmental activities including portions covered by each teacher as well as achievements of students and faculty. This is regularly reviewed by the Principal.

Academic Monitoring System: By using the academic monitoring system by the Principal, teaching and learning system of the faculties have been improved. Principal and Vice Principal regularly conduct rounds of the campus during class hours and makes sure all the classes are handled well.

Monitoring Committee for Teacher Profile: IQAC evaluates Teacher Profile prepared by individual faculty and suggests measures to improve teacher quality.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Quantitative/6_5_1%20&2/Criteria%201%20Feedback.pdf
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 institution has transparent and well-structured mechanisms to supervise effective and efficient use of obtainable monetary funds from various sources like the Fee from Students, Management, PTA, Alumni and other agencies. Both internal and external audits are regularly conducted by the qualified auditors under the supervision of Managing Committee. Beginning of the financial year (first week of April in every year) the finance manager will prepare the financial budget. The budget will be presented to the Managing committee. Based on a detailed discussion, the Managing Committee shall approve the budget. After every six months, the Managing committee shall analyze the actual amount with budgeted figures and the variance will be discussed with justification. The institution follows the tender system/ quotation system when fund to be spent on equipment or infrastructure goes beyond a particular limit. Purchase of equipment, furniture and other materials are done consistently from recognized and authorized dealers. Payment above Rs.10,000/- is made through account payee cheques/Bank transfer only.

Internal Audit: The Managing committee shall appoint qualified internal auditors who checks the receipts /payments of all accounts. The internal auditors will ensure that budgets are on file. The budget figures shall be analyzed with historical data. Internal Auditors shall submit the detailed audit report to the management for consideration and approval. Certified Accountant EVM Shareef & Associates, conducts the Internal Audit on a regular basis. The audit is conducted in accordance with auditing standards generally accepted in India.

The Internal audit includes the following:

1. Checks for compliance with policies, laws and regulations.
2. Compares budgeted statements with the actual one.
3. Review the means of safeguarding assets and verifying the existence of such assets. Verification of cash book Examining the bank passbook Verifies the fund allocated for various departments and committees and its utilization Admission record verification Verifies acknowledgement letters with regard to scholarships.
4. Reviewing and appraising the economy and efficiency with which resources are employed. Examines payments for maintenance and any other miscellaneous expenses Certify the audit report Ensure legal compliances.

External Audit: The Managing committee shall appoint an independent auditing firm a full audit of the books, to be completed prior to the following first of April to March 31st. The external audit is carried out in an elaborate manner on a yearly-basis by CA. Jeeson.C.S, certified Chartered Accountants of Jeeson and Company Chartered Accountants. The External Audit Team regularly audits the college financial report.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Qualitative/6_4_1/resource%20mobilization%20policy.pdf
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)

353000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

Ansar Women's College has an effective and transparent institutional mechanism for the mobilisation of funds ensuring accountability by conducting annual financial audits. The institution has clear, well distinct and methodical policies to guarantee the perfect utilization of obtainable resources. All the strategies regarding resource allocation and its optimal utilization and decisions concerning the same are taken by the Managing Committee.

The honorary governing body members ensure that the income generated is spent optimally in the institution itself. A Finance Committee is in place to manage inflow and outflow of funds. All the transactions are based on the budget and budgetary control. The management provides financial support to faculties for attending seminars/workshops/ activities/Faculty Development programmes etc. The management has an obvious free education policy for financially backward students. The extracurricular activities of the students are a major concern and adequate funds provide for Sports and Cultural activities.

Fees from students and contribution from the parent organization - Ansari Charitable Trust are the main sources of funds. The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. The harmonized Governing body under Trust namely Finance Committee & Managing Committee coordinates and monitors the optimal utilization of the funds for the development of the organization.

Legal compliances such as Provident fund (PF), Employee State Insurance (ESI), and Gratuity payment as per payment of gratuity act

are already implemented in the institution. In addition to this, a Staff Welfare Scheme is also introduced for the benefit of the employees to meet their immediate financial requirements.

The financial resources are effectively monitored by a financial advisory body which is in place to monitor the utilization of management and other funds.

Audit:

Proper accounting and utilization are ensured through financial auditing at the end of each financial year. The institution maintains both internal and external audit systems for the effective and efficient utilization of available financial resources.

Major sources of income are:

- The Ansari Charitable Trust is the major source of funding for developmental activities, renovations, academic resources such as books and journals, infrastructures such as laboratory equipment, computers and sports facilities.
- Management also contributes by way of scholarships, the payment of term fees to needy students, financing for the construction of buildings and maintenance and infrastructural development of the institution
- University funding for NSS activities.
- Kerala State Women Development Corporation Ltd. Provides financial funds for the activities of the Women Development Cell of the College.
- Scholarships for students are availed from both state and central government.
- Endowments and scholarships for students by Alumni, PTA and Management
- Hostel fees from students.
- Funds from non-governmental bodies like PTA, Alumni and individuals.

Optimum Utilization of space & resources to generate funds:

Allocating the College building, Students' hall for conducting various competitive exams like PSC Exams, Bank Exams etc.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/policy-documents
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) plays a significant role in promoting Quality Initiatives.

IQAC of the College is active in framing the quality enhancement by continuous improvement in all working areas of the Institution. It ensures the integration of modern methods of teaching, promoting research initiatives and maintains a professional standard. It inculcates a value system among the students for good academic performance as well as to make them better human beings.

Practice 1: ACADEMIC AUDIT

As a quality assurance and enhancement initiative, the IQAC of Ansar Women's College has conducted audits at the academic level.

External & Internal Academic Performance Audits are conducted regularly by the Institution. The External Audit team consisted of Experts well-versed in the field of NAAC Accreditation and the audit was undertaken using a format prepared by them based on the NAAC Self Study Report. The outcome of the External audit and the recommendations for further action were relayed to the concerned authorities. The Internal Audit team consisted of the Coordinators of the various NAAC Criterion Committees chaired by the IQAC Coordinator and respective changes were incorporated into the academic framework.

The Academic Audit by External Experts was conducted as planned in the Staff Council to evaluate the performance of every department in terms of achievements and progress made by the Students, Staff and

Department as a whole.

To improve the quality achievements, a Performance Audit was carried out by the External Experts. They reviewed the Department activities and interacted with the staff and gave constructive suggestions for improvement. The HoDs incorporated these suggestions in their annual plan for the next academic year.

Practice 2: ONLINE PERFORMANCE APPRAISAL SYSTEM:

The Institution has implemented an online Performance Appraisal System for the teaching and non-teaching staff since 2019. For the teaching staff, an all-inclusive performance appraisal system is in place where feedback is taken about every faculty in the form of self-appraisal, feedback from students and feedback from management. The data is compiled and the report is created by an online software, Integrated College Management System (ICMS). The report is forwarded to the management by the IQAC and appropriate actions are taken as necessary.

The Institution maintains an online Internal performance appraisal for monitoring the performance of the faculties, which is reviewed on an annual basis.

Student evaluation on teachers: A computerized teacher assessment of students is implemented by IQAC to evaluate performance of the staff. The Principal analyzes the consolidated evaluation report prepared by IQAC on individual teachers and hands over the report to the concerned teacher.

Self-Appraisal Form for teachers: It is compulsory for every teacher to furnish the self-appraisal form which provides the annual performance of teachers which include the curricular, co-curricular, and extra-curricular as well as research activities every year. The Self-appraisal form is then reviewed by the Principal and IQAC. Management also conducts performance review meetings regularly. The faculty are also encouraged to submit feedback on the existing curriculum and measures like supplementing with Certificate Courses are implemented.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Quantitative/6_5_1%20&2/Criteria%201%20Feedback.pdf
Upload any additional information	View File

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

The IQAC of the College has a significant role in reviewing the teaching-learning process and outcomes for its effectiveness and introducing reforms for quality enhancement. Two of the examples are described below:

1. Updating of lesson plans and instructional strategies including the use of ICT:

The College has been following Blooms Taxonomy as its pedagogical strategy to spell out the learning outcomes and prepare lesson plans. As an institutional practice, all teachers submit their lesson plans in a common format to the Vice Principal's Office after scrutiny and approval by the respective HoDs. The Vice Principal reviews these and gives constructive suggestions for improvement. The teachers are encouraged to think critically and creatively and present the Lesson for the hour based on components such as prerequisite knowledge, micro planning-recap, evocation and specific objectives to be explained, Formative Assessment, Discussion, Mind Map and Summary.

Teachers were also trained on Innovative and participative learning approaches involving students in the process. This methodology is appreciated by the students because it makes learning easier, supplemented by the use of ICT. Students are also encouraged to come out with ideas and evolve concepts and do extra reading on the topic of the lesson using the references provided in the lesson plan.

Feedback on curriculum is collected from both staff and students which is then reviewed by the IQAC. A Summary report including certain recommendations based on these feedbacks is prepared by the IQAC and presented at the Academic Council. Initiatives such as Certificate Courses are implemented for effective Academic growth.

1. Reviewing Learning Outcome:

IQAC has initiated several measures to review the teaching-learning process and implemented several reforms to evaluate student's learning outcomes. The institution reviews its teaching-learning process regularly by a comprehensive process operated at three different levels, which ultimately culminates into an academic audit at the end of each semester. IQAC plays a key role in the process at the level of Institution, Department and Mentor.

Institution Level: Staff coordinators of various academic bodies are decided annually on a rotational basis. The Principal announces the strategies to be deployed in the academic year based on the annual review by the IQAC and a detailed Academic Schedule is prepared. Result analysis and other academic matters are discussed in HOD meeting. Academic audit and teacher feedback are collected at the end of every semester by the IQAC.

Department Level: The departments prepare an Action Plan for the year based on IQAC guidelines. Academic process based on the monthly report prepared by the faculty members is reviewed in department meetings. HoDs presents the progress of academic activities in the college council and staff meetings.

Faculty/Mentor Level: Teaching plan, Teaching schedule and Monthly reports are prepared by every faculty. Mentors monitor and evaluate the result of each student under his/her group. The result of continuous evaluation is informed by the mentor in PTA meetings. Students' feedback is obtained by the IQAC for review and evaluation.

File Description	Documents
Paste link for additional information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria6/Quantitative/6_5_1%20&2/Criteria%201%20Feedback.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

A. All of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	http://ansarwomenscollege.ac.in/igac-rports
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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitization is a modification of behavior to instill empathy and to examine attitudes & beliefs through awareness of gender equality. Ansar Women's College, with more than 1000 students, provides adequate physical facilities as well as counseling services and activities for the well being of the students.

1. Safety & Security Measures:

- CCTV cameras are installed at strategic points and Security personnel guard the campus round the clock.
- To monitor entry of visitors, log books are maintained at the entrance. College Id is made compulsory within the campus and students are let out during college hours with an exit pass.
- Anti Ragging and Anti Sexual Harassment Cell are active.
- The security personnel regulate the heavy flow of traffic during peak hours.

- SMS is sent to parents to intimate them regarding their wards' attendance and any change in the college hours.
- Fire extinguishers are kept ready near the science laboratories and in the hostel.
- Safety manuals are available in Science Laboratories.
- Handrails have been installed on the top floors as per precaution.
- Hostel facility is provided for female staff & students.

1. Counselling & Well-being Measures:

- Through the Mentoring system and Tutoring system, faculty gives individual counselling.
- The College has a full-time professional counsellor and the faculty of Department of Psychology is also available.
- Legal Aid awareness and guidance on Legal issues are given.
- Health Care Services are provided by Ansar Hospital.
- Career Counselling is facilitated through Career Guidance & Placement Cell.
- Marital Counselling Programmes are organized by the Life Skill Education Department.
- Parental Counselling is given to parents on Healthy Parenting. Parents of Special Children are given appropriate counselling pertinent to their needs.
- Students of Single Parents are duly identified and given special counselling.

1. Common Rooms:

- The College provides well-equipped restrooms for women students, with Sanitary Napkin vending facility & incinerator.

- A Social Centre, Feeding room and Sick room are facilitated within the campus.
- A common room with TV & WiFi is available in the hostel.

1. Daycare Center for young children:

A creche facility is provided by the college for the children of employees and students ensuring agender sensitized environment.

1. Any other relevant information:

- The course syllabus includes values and attitudes of gender equality.
- Women Cell conducts gender sensitization programmes, workshops and seminars.
- Self defence training, yoga classes and Cyber karatte classes are also conducted.
- An Entrepreneurship Development Club conducts many programmes & activities to inculcate entrepreneurial culture.

International Women's Day is observed on 8th March by the Women Development Cell and PG Department of English, by honouring University toppers.

File Description	Documents
Annual gender sensitization action plan	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria7/QUALITATIVE/7_1_1/GENDER%20SENSITIZATION%20ACTION%20PLAN.pdf
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	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria7/QUALITATIVE/7_1_1/7_1_1%20supporting%20document.pdf

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	A. 4 or All of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File
<p>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</p>	
<p>Ansar Women's College, as any other established higher education institution situated in Kerala, follows a well-planned and hygienic design for the management of the following types of degradable and non-degradable waste.</p> <p>The Institution follows Green Protocol and adopts methods to become a zero-waste campus. NSS Unit, Eco Club and Green Cave-Nature Club conducts campaigns on the importance of keeping natural resources uncontaminated through the reduction of waste generation, proper disposal and recycling. Timely Green audits are initiated to revitalize existing green practices.</p> <p>The wastes generated in the campus are minimized to the extent possible, what is to be processed systematically collected and disposed of, through the government approved channels.</p> <p>Waste generated is systematically segregated into organic and inorganic wastes. The Biodegradable wet wastes are directed at source itself and piped to the Biogas plant. Energy is tapped from them as well and fully utilized, saving on LPG charges.</p> <p>Garbage collection from activity areas and hostel rooms is another distributed source of wastes. Adequate number of garbage bins are provided in the campus premises and boarding areas and they are deployed efficiently in the campus.</p> <p>A part of the total volume of waste paper generated in the campus is used for decorative materials. One such informal way is by conducting competitions like "Best out of Waste" and other such</p>	

initiatives.

The Institution houses academic buildings, recreational areas, boarding facilities with a well operational drainage system for solid waste management. Disposed napkins are incinerated at a central facility common to the College and School.

The College practices many initiatives and conducts awareness to reduce and replace plastic and other non- biodegradable products by promoting use of eco-friendly materials and hence generate less plastic and paper.

The Institution being an Arts and Science College, it avoids generating bio-medical and chemical waste on a large scale. The limited scale of chemical wastes and glass wastes generated from the laboratories are disposed of safely.

In order to reduce the generation of E-waste and to lessen its impact on the environment, only quality goods are purchased and proper upgradation and maintenance are guaranteed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

B. Any 3 of the above

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

7.1.7 - The Institution has 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.

A. Any 4 or all of the above

**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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Ansar Women's College aims at facilitating an inclusive environment, extending a sense of belonging within the campus irrespective of social, cultural and economic disparities.

- Onam Eid Celebrations - Eenam is conducted, where students actively participate in various competitions.
- Christmas Celebration was also observed where students take part in the festive season through card making competitions and other activities.
- World Elder's Day "Nanmamaram" was observed, where the students had a varied experience when the grandparents who were honoured shared their experiences.
- World Aids Day was observed, creating solidarity with those afflicted with the disease and to unite in the fight against HIV.
- International Day of persons with Disabilities (IDPWD) was observed by the PG Department of Psychology.
- Human Rights Day was observed with much zeal by the Life skill department. Awareness classes and various competitions are held to instil a respect for the rights of every individual. An essay writing competition was conducted on 10th December

2020.

- Life Skill Department focuses on imparting Value-added Courses and sessions to the staff and students.
- Ashwas Club and Student Relief Wing conducts activities to create a culture of welfare and charity by organizing activities like fund contribution for mentally challenged adults, and home care to patients (Santhwanam initiative).

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

The College plans and organizes appropriate activities to inculcate consciousness about national identity and symbols, Fundamental duties, rights of the students as citizens and other constitutional obligations.

- Academic Curriculum also includes courses related to Constitutional awareness like "Media Law & Ethics" prescribed by the University for BA Mass Communication. A general course, "Preamble of the Constitution" is also included in the academic curriculum for all UG programmes.
- Republic Day, Independence Day and other such occasions are observed with enthusiasm and pride, instilling patriotic feelings in the students. Patriotic Song competitions, Quiz, Essay writing competitions etc are conducted.
- The NSS Unit of the college actively conducts various activities in relation to uplifting National Identity like Flag hoisting on Independence Day, Republic Day
- Various department activities include observations related to

national consciousness. The PG Department of English conducted a cartoon drawing competition in relation to Quit India Day on the theme. "Quit India Movement in the current socio-political scenario."

- In connection with Keralapiravi in the year 2020, our NSS unit conducted an online cartoon drawing competition on the topic "Athijeevanam".
- Constitution Day was observed by conducting an online oath taking program.
- Human Rights Day was observed by conducting an essay writing competition.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria7/QUALITATIVE/7_1_9/7_1_9%20supporting%20document%20(1).pdf
Any other relevant information	http://ansarwomenscollege.ac.in/

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

A. All of the above

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

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

The national/international commemorative days are occasions to educate the students on issues of concern, to address global problems and to reinforce humanity.

Under the auspices of Independence Day, competitions like essay writing, quiz and patriotic song etc are conducted. Republic Day is observed with patriotic fervour & the NSS Unit organizes many activities related to it.

National Science Day is commemorated by conducting a collage making competition. National Mathematics Day is also observed by releasing videos and powerpoint presentations. International Mathematics day is observed by conducting a session on "Tricks in Maths"

Reader's Day /Week is also observed by the Reader's Forum in collaboration with different Departments. Book review video contest was held.

In connection with Gandhi jayanthi, an online quiz competition was conducted.

Cartoon drawing competition was conducted in relation to Quit India Day on "Quit India movement in the current socio-political scenario"

To commemorate Poets day the department of English conducts a program "Keats Eve".

World Environment Day is observed by conducting competitions like Green selfie, video releasing etc were held.

Dr. Ambedkar Jayanthi is observed by conducting competitions like quiz, calligraphy etc.

World Nature's Day, a short film, was released on October 3rd 2020.

International women's day is observed by honouring University toppers and conducting different competitions.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	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.

Best Practice 1: ASHWAS

ASHWAS (Activist for the Service of Human Welfare and Altruism to Society) is Ansar Women's College's outreach Programme flourished in line with the institution's Vision and Mission. ASHWAS aims at Moulding Socially Responsible Citizen

Objectives and Principles: This practice, which is built on the concept of 'Classroom to the Community' is designed with the following intended outcomes.

- To fulfil the Vision and Mission of the institution
- To make the students aware of the community in which they work and their relation to the community.
- To make the students aware of their obligation to the society, especially the weaker section.
- To enable the students to identify the needs and problems of the community and involve in the problem-solving process.

- To create a sense of social and civic responsibility in students.
- To develop competence required for group-living and sharing of responsibility.
- To gain skills in mobilizing community participation with leadership qualities and democratic attitude.

The Context: Education is not just acquiring knowledge and obtaining degrees and recognition but using the knowledge gained for the benefit of the society at large. Social responsibility and inclusiveness form an integral part of the graduation process. Instilling social responsibility in students help them to realize their potential and turn it to their own benefit and for the benefit of the society. Cancer and other Non-Communicable Diseases have emerged as major public health problem in our society. When chronic or life-threatening illnesses strike, it is a crippling blow for the victims and their families. Therefore, a crucial need for a system of care at home that can best be built by a community-based palliative care movement. It is in this context that the Pain and Palliative Care Unit and Student Relief Wing (ASHWAS) was established. ASHWAS is always in the forefront of inculcating social values among students by organizing various activities that benefit the neighbouring community and society at large.

The Practice: Ansar Women's College enthusiastically implements its activities through ASHWAS club. The Club has been created to cater to the interests of the students to hone their life skills. Exhibitions and Food fests are organized to raise funds which are distributed to the inmates of orphanages, old age homes and to the widows and destitute. Food, clothes, and blankets are distributed to the poor. The institution waives fee and allows payment of fee in instalments to the needy students. Students' force is used to help the society in natural calamities. Conducted workshops, awareness sessions, blood donation camps. etc.

- The Club members conducted a campaign 'Let's Fight Against Cancer' and visited the houses of cancer patients along with home care team of various Palliative Units and extended physical and financial help.
- Students regularly involved in Blood Donation.
- They rendered a helping hand to the people of Kerala and

Chennai when they were affected by the flood. Medicines, dresses and Kitchen utensils were donated.

- Awareness sessions on 'Role of Students in Palliative Care', 'Breast cancer'...etc. were conducted and an amount was collected by the students and donated to a Kidney patient, Cancer patients having financial difficulty for medical treatment.
- An amount was collected and donated under the project "Palliative Kudumbangalkku Viddhyarthikalude Kythangu" (Student Support for Afflicted Families).
- Students also involved in Home care with other Palliative units.
- Construction of Houses: Many of the patients and their families are homeless. To address the problem ASHWAS and NSS volunteers collected money from the students and supported in constructing their houses.
- A scheme named "Changathikoru Kaithangu" (A Friend in Need) was executed to pay the semester fee of needy students.
- 'One Man's Trash, Other's Treasure': Materials collected by the students under this project was handed over to the Goodwill store of Alpha Palliative Care Unit, Thrissur.
- 'Padheyam project' (Food kit distribution) helped to eradicate poverty in the locality to a great extent.
- ASHWAS members visited orphanages and distributed groceries and donated clothes at regular intervals.
- Students visited Blind Schools in the locality and provided support to install advanced software for their studies.
- Members visited Kottol Nayadi Colony, adopted village of NSS, in connection with festivals like Onam, Ramadan and Christmas and distributed groceries. The health awareness programmes raised awareness on health and hygiene. Severe health issues reported by club members are referred to Ansar Hospital with the support of the management.

5. Evidence of Success:

There is a mechanism to get feedback from the students and the beneficiaries. Such feedbacks are indicative of the attitudinal changes in the students with reference to community issues. The beneficiaries and local community members also testify that the interaction and the support of the students have improved their life. The club collaborates with NGOs and other Government Organisations that play a complementary role for the effective implementation of the projects for the benefit of the Community.

The Club received special appreciation from Pain and Palliative Club, Kunnankulam and Amala Fellowship for the meritorious services.

6. Problems Encountered and Resources Required:

One of the biggest issues that our students face is Time. Visit of the students for home care is not a continuous process due to their busy academic schedule. Extreme financial burdens, and lasting psychological issues of patients and their families are increasing day by day. The current economic climate is making it more difficult for our students to find adequate funding.

Best Practice 2: CENTRE FOR LIFE SKILL EDUCATION

Objectives:

The Institutional has a noble mission of grooming students in four dimensions, CHARACTER, SCHOLARSHIP, LEADERSHIP and CITIZENSHIP, and thereby empowering our graduates to be a part of building a morally upright, welfare world. The future generations need to be multi-literate, creative and innovative. Life skill education enables adolescents to tackle problems they encounter in their daily life with confidence. It aims to create active, informed and responsible citizens who can contribute to the political process. Apart from these basic skills acquired through academic learning, direct life experiences enrich students with values that make them greater human beings.

The Context:

The College has achieved many milestones pursuing philanthropic ideals of democratizing education. At a time when knowledge and health had been turned into mere merchandise, Ansar upholds its commitment making it accessible to all.

In the highly challenging and post-modern world, everything has become stressful for young minds, where they find the expectations

of parents and society crushing down upon them. Academic Stress regarding anticipated academic challenges or failure can lead to mental distress. There is a need to nurture them to tackle such failures, relationships, sexuality, cut-throat competition, peer pressure etc. Moreover, in India's complex and diverse scenario, there is a need to promote a social inclusive environment to acquire knowledge.

The College under the aegis of the Ansari Charitable Trust took up the mission to lend a helping hand to the students to overcome these challenges, equipping them with the essential skills for success in the 21st century.

The Practice:

A Centre for Life Skill Education was begun with this noble vision in mind and it follows a highly scholastic and standardized cumulative curriculum. A detailed syllabus is designed by expert faculty in a Spiral form that allows the teaching of the topics across various levels, but with variation in depth of coverage at various levels.

The major focus of the Centre would be to ensure the all-round development of the students, extending from nurturing the environment through Rhythms of Nature Campaign to the Creative Carnival Initiative which foster and bring out their inner talents through workshops and talks. Interfaith Harmony Discussions and Open Forums are focussed by the Centre.

Visiting Flood victims, observing Refugee Day, conducting Open Forum and other activities related to Human Rights Awareness Week are all just some ways of imparting social values through experiences. The students are

The Centre for Life Skill Education also extends its guidance to parents, faculty members and women in particular through its various multi-faceted initiatives. Prabaprasaram (Faculty development Sessions) is a series of motivation sessions organized for the teaching faculty as the stress and anxiety levels teachers experience cannot be overlooked. Sthree Shakthi (Women Empowerment campaign) are extension activities focusing on women in the neighbourhood, imparting tips for empowerment and growth. Parenting Manual focuses on parents, imparting counselling sessions and guidance in dealing with teenage wards.

Pro-Teen campaigns are initiated by the Centre for nurturing

responsible young adults. Youth Camps or Residential camps are organized for the students, including them in Community activities and imparting social values of living in a community through real-life experiences. The Centre for Life Skill Education exposes the students to experiences giving them a chance to understand different cultures & traditions through Exhibitions and celebrations like Eenam, Xmas etc. Nanmamaram (Care for the Elderly) is a campaign where the elders are honoured (as a part of Elder's Day) and their life-experiences are shared thereby bestowing a new light into the young lives.

Save Children, Save Future Campaign is another novel initiative of the Centre, creating a network with the schools and local institutions for the protection of Human Rights of Children. The students of the College are active volunteers of the campaign and help to provide orientation to the school children through skits and plays, thus sensitizing them to the significance of child rights and child protection. Pre-marital and post-marital Counselling sessions are also initiated recognizing the need to mould the young generation to build a healthy, strong relationship that can be a foundation for a better society.

Evidence of Success:

The beneficiaries and local community members testify that the students have lent support and improved their life in many ways. Our former students have often initiated projects and campaigns for the betterment of society during perilous times like the BREAK THE FEAR campaign. Initiated by a few students of Psychology Department 2016-19 batch, the volunteers provided online counselling to those afflicted with mental stress during this pandemic. A WhatsApp group was formed on April 12th, 2020 and later on 28th of the same month, an Instagram page was opened to reach out to more people. Various other students have become certified trainers, becoming an inspiration for many with their motivational talks. Some have also published books and started a YouTube channel. It is indeed our pride to witness many students who have also left a mark in society with their contributions in the socio-political arena.

Problems Encountered and Resources Required:

The collective effort of the institutional stakeholders has indeed paved the way for success as evident from feedback and reviews so far. Yet many problems are encountered by the Centre for Life Skill Education in extending its activities for the benefit of more people. One of the major constraints encountered is the lack of

financial backing to continue many projects or campaigns. Student involvement is often restricted by the hectic academic schedule. Coordination among the many departments is often found difficult due to the large number of students and faculty members.

File Description	Documents
Best practices in the Institutional website	http://ansarwomenscollege.ac.in/best-practices
Any other relevant information	http://ansarwomenscollege.ac.in/uploads/user_files/file/AQAR%2020-21/Criteria7/QUALITATIVE/7_2/7_2.pdf

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

Women Empowerment - Our Holistic Mission

Managed by Ansari Charitable Trust, Ansar Women's College, a self-financing college affiliated to the University of Calicut was established in 2002. The prime mission of this institution is to empower and enlighten women through academic excellence embedded with moral values to face challenges and thereby mould and lead the successive generations. Being a women's college with a minority status, it ensures the economic and social development of its students and aims to empower them with better career opportunities. A profound understanding of the rural background and its cultural foundation has enabled this noble mission.

It has the chief distinction of being the only self-financing women's college in the District with 19 years of yeomen service in the upliftment of women in general and the educationally backward Muslim women in particular, through modern good quality education.

The college follows a unique approach when dealing with women students who belong to communities where they are married early. A gnawing issue that is found to be predominant is the hindrances

encountered by the girls in realising their higher education dreams. Economic, social and cultural factors play a regressive role, thus impeding their academic journey. The authorities and faculty members encourage the determination and interest of the married students to pursue their higher education. The total number of students studying in the college is currently over 1500 among which a vast majority are married and some even already young mothers. A day care facility is provided for the weaning mothers, ensuring a healthy environment for both mother and child without affecting their academics. The pregnant students are given special considerations while allocating examination halls, providing them provision in the ground floor itself. Furthermore, the college counsellor and faculty are always ready to provide counselling or motivation to such students and their families.

Aiming to bring the marginalized girls to the mainstream breaking gender and class barriers, training in communication skills, computer and digital media literacy, orientation in financial literacy and marketing skills are given to our students. The Centre for Life Skill Education also extends its guidance to parents, faculty members and women in particular through its various multi-faceted initiatives. Prabaprasaram is a series of motivation sessions organized for the teaching faculty as the stress and anxiety levels teachers experience cannot be overlooked. The Institution facilitates social consciousness towards society through the Sthree Shakthi campaign to chart an ecosystem of excellence for women bridging responsibilities and commitment to fellow beings. Sthree Shakthi is a series of extension activities focusing on women in the neighbourhood, imparting tips for empowerment and growth. As a part of this, surveys are conducted among the women community to assess their health awareness and other living situations. To give them proper guidance regarding sexual and reproductive health, medical camps are conducted regularly.

Under the aegis of Kerala State Women Development Corporation Ltd., the Women Development Cell was established in the college in 2013. The objective of Women Cell is to intellectually enrich and uplift women students. The Cell has been working to safeguard women's rights and safety and many programmes, guest talks by empowered women and activities are conducted and coordinated. It mainly focuses on enlightening the community about gender equity and the need for equivalent exposure to resources in all realms. The Cell recognizes that empowerment encompasses the process of increasing a woman's sense of dignity, her decision-making capability, her access to opportunities and resources and her ability to effect change. The coordinators and volunteers of the Women Development Cell rightly

assesses the advantages and disadvantages of the locality and comprehends the role it can play to enlighten the community about gender equity and to enrich the opportunities for the women in and around the institution.

The PG Department of English extended its wings of social commitment to the housewives and domestic helps in the locality to elaborate their entrepreneurial skills for the betterment of their livelihood through the Each One Teach One campaign. The student volunteers from the department had identified housewives/ domestic helps in their neighbourhood who are untrained/unschooled and trained them in using basic social media tools/ platforms, taught them to create a google account or fb account. They were also taught to edit and upload simple videos on YouTube, create their own channel, Instagram page etc. Through the Career Guidance & Placement Cell, the institution cherishes the value of prioritizing the quality enhancement of the student outcome as we consider it as essential to ensure employability of students, through which empowerment is assured. In order to provide equal opportunities, Job Fairs and Career counselling sessions are regularly provided for the students by the Cell and it is indeed a proud moment to witness our students getting placed during their tenure here.

The Entrepreneurship Development Club initiates a number of programmes to inculcate the spirit of entrepreneurship among the students. Training and skill development workshops, industrial visits and talks with successful entrepreneurs including successful alumni entrepreneurs are arranged by the Club to provide motivation to the students.

A Research Promotion Cell is active in the campus, inculcating research culture and aptitude amongst the women students and teachers with an aim to empower them. Research Journals including contributions by students and faculty are published by various Departments.

Women's educational achievements have positive ripple effects within the family and across generations. The exposures provided through programmes such as field trips, industrial visits, and internship programmes help in widening their horizon. The student union activities kindle the awareness of the franchise and their role in nation building. The slogans of green campus inspire the young environmentalists to disseminate the messages of preserving nature. Altogether the women empowerment mission in the college works with a thrust on knowledge, skills and self-confidence necessary to participate productively in the development process of the community

on a local scale and globally on a larger platform. Hence the Institution assures the holistic development of the women students so as to support them to become universal citizens of tomorrow.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Strengthening of research activities among staff and students.
- Research departments
- New courses UG, PG, Certificate and Diploma courses in various disciplines.
- Strengthening of Incubation Centre
- Subject specific career orientation programmes and placements.
- Promotion or Enrolment of Overseas students

- National /International MOUs and linkages for collaborative research & academic exchanges for students and faculty.