YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution　　　　　　　　　　POPE'S COLLEGE (AUTONOMOUS)

- Name of the Head of the institution　　　DR. Y. S. SANTHI PON INDIRA

- Designation　　　　　　　　　　　　　PRINCIPAL

- Does the institution function from its own campus?　　　Yes

- Phone No. of the Principal　　　　　　04630273233

- Alternate phone No.　　　　　　　　　04630273233

- Mobile No. (Principal)　　　　　　　　8220736190

- Registered e-mail ID (Principal)　　　popessym@yahoo.com

- Address　　　　　　　　　　　　　　SAWYERPURAM MAIN ROAD, SAWYERPURAM

- City/Town　　　　　　　　　　　　　THOOTHUKUDI

- State/UT　　　　　　　　　　　　　　TAMIL NADU

- Pin Code　　　　　　　　　　　　　　628251

2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy)　　　12/07/2017

- Type of Institution　　　　　　　　　Co-education

- Location　　　　　　　　　　　　　　Rural

- Financial Status   **Grants-in aid**

- Name of the IQAC Co-ordinator/Director   **DR.M. PRINKLE QUEENSTA**

- Phone No.   **04630273774**

- Mobile No: **9080783472**

- IQAC e-mail ID   **popes.iqac@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.popescollege.edu.in/2020-21/

4.Was the Academic Calendar prepared for that year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.popescollege.edu.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.02**	**2009**	**08/03/2009**	**07/03/2014**
Cycle 2	**A**	**3.28**	**2015**	**15/03/2015**	**31/12/2022**

6.Date of Establishment of IQAC   **01/07/2009**

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

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
DR.G.JEEVA RANI THANGAM	**TNSCST-STUDENTS PROJECT**	**TAMIL NADU**	**18/03/2021**	**7500**

8.Provide details regarding the composition of the IQAC:

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

9.No. of IQAC meetings held during the year   **11**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

4 Faculty Development Programmes and Retraining Programmes were conducted for staff.

Inter School Online Quiz Competition

COVID-19 vaccination survey was conducted in Eral, Thoothukudi District

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

Plan of Action	Achievements/Outcomes
To host Training Programmes for Staff	**A total of 4 inclusive of Faculty Development Programmes and Retraining Programmes were conducted for staff.**
To effectively execute online teaching if COVID persists	**Classes were conducted using online platforms such as Google Meet and Zoom. Notes were circulated in respective Whatsapp Groups & Google classroom.**
To improve measures for online examination if lockdown is implemented	**Online End Semester examination was conducted successively**

To accentuate research climate	52 Research Articles were published by Faculty of Pope's College in Research Platforms like Scopus, Web of Science and International Peer-Reviewed Journals for 2021-2022. 4 Faculty published their research ideas in Books/Chapters/Proceedings.
To organize awareness campaigns on COVID amidst staff and students	Vaccination camps were held for staff and students of Pope's College
To extend services to the local community as part of COVID Awareness Programmes	COVID-19 vaccination survey was conducted in Eral, Thoothukudi District
To conduct health related Programmes for Girl students	Health Awareness Programme for Girls was hosted by YRC
Execute an Expo at a basic level	An Exhibition was held for two days on "Biodiversity Awareness" in which 2000 school students participated
To increase competitions for students	Inter-Collegiate E-Contest was conducted in which more than 200 college students participated from various states
To strengthen the Emotional Quotient of students during and after the pandemic	7 Programmes were organized on Emotional Strength
To increase Placement opportunities for outgoing students	Placement Drive was conducted
To open avenues for school students in order to throw a glimpse of Higher Education	An Online Quiz Competition was conducted for Higher Secondary School Students on "Fundamentals of Computers (PITQ' 22) from 21.02.2022 to 25.02.2022. 144 school students participated in the competition.

13.Was the AQAR placed before the statutory   Yes

body?

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
GOVERNING BOARD	22/02/2024

14.Was the institutional data submitted to AISHE ?   Nil

- Year

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• If yes, mention the amount		

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Name of the statutory body	Date of meeting(s)
GOVERNING BOARD	22/02/2024

14.Was the institutional data submitted to AISHE ?	Nil

- Year

Year	Date of Submission
2021-2022	27/02/2022

15.Multidisciplinary / interdisciplinary

Pope's College with its status of autonomy has embarked its journey in transforming it to a multidisciplinary Institution. Apart from offering a purview of their respective disciplines, students from the science stream pursue other science courses for their allied courses. Similarly, trends in Economy is offered to Commerce students. Statistics is incorporated in the branch of Economics. Humanities is mandatory for all students in the form of Tamil and English courses till the fourth semester. The Institution is yet to implement multiple entry and exits in the curriculum. In the Choice Based Credit System of Pope's College, learners are free to choose their skill-based and elective courses. The grading pattern is followed wherein credits are earned by the learners at the end of every semester. Courses such as Gender Studies and Ecological Awareness provide awakening in environmental, social and cooperative propensity. Add-on and Value Added courses provide an interdisciplinary glimpse and realization of the relevance of synthesis of courses. In the Postgraduation curriculum, Self Study Course (MOOCS) is introduced in the first semester which again provides an array of choices from which the students can opt as per their preferences. In addition, Summer Skill Training in the second semester offers first-hand experience and engages them in services to the community. Entrepreneurship Club conducts workshops pertaining to research endeavours.

16.Academic bank of credits (ABC):

Pope's College, for a start, has signed MoUs with companies and plans to widen its scope to international collaborations

involving staff and student exchange programmes. The staff make use of power point presentations, online platforms for assignments and sharing notes, video lectures and compile text books as part of the teaching methodology. Research Centres offer instrumentation facilities for scholars from other institutions as an initial venture for working together. The College intends to register under Academic Bank of Credits and fulfil its requirements in the near future.

17.Skill development:

Realizing the perennial potential of skill development in learners, Pope's College has infused Skill Development Courses in the curriculum. Nearly 300 courses across all Programmes focus on honing Skill Development, Employability and Entrepreneurship skills of learners. Professional English is introduced in the First Year of the Undergraduate Programme in which the learner imbibes the utility of soft skills which is further channelized through Career Guidance initiatives. The following courses are integrated into the mainstream curriculum: Value Education is offered in the first year, Soft Skills in the second year and Personality Development in the third Year.

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

Classical language Tamil is offered as a separate Undergraduate and Postgraduate Programme in the College. Mathematics is also offered as a separate branch of study. Indian Literature for English Graduation Programme focusses on the Literature of India. The economy of India is highlighted in the curriculum of Commerce and Economics students. The College in upholding the knowledge of our country's path towards independence, regularly celebrates Independence Day, Republic Day and Women's Day. Projects and Field visits are based on our traditional system. For example, to mention a few, the following projects delve into the Indian Knowledge System: A Study on Traditional Handicraft of Tamilnadu-Mat Weaving, A Study on Importance of Medicinal Plants and Herbs and A Survey on Palm (Borassus Flabellifer) Trees In Our Sawyerpuram Area

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

Each course is framed with its objectives and outcomes in the curriculum. Online quizzes, assignments serve as assessment tools for measuring the learning capability. Outcome Based Education is soon to be executed in the curriculum.

20.Distance education/online education:
Online education is followed as part of gaining credits through MOOCs. Blended learning and online lectures are executed as teaching methodologies. The College plans to offer open and Distance Learning at the earliest.

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	19

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 Total number of students during the year:	1334

File Description	Documents
Institutional data in Prescribed format	View File

2.2 Number of outgoing / final year students during the year:	401

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	1284

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	754

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2

Number of full-time teachers during the year: **93**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3

Number of sanctioned posts for the year: **101**

4.Institution

4.1

Number of seats earmarked for reserved categories as per GOI/State Government during the year: **424**

4.2

Total number of Classrooms and Seminar halls **55**

4.3

Total number of computers on campus for academic purposes **112**

4.4

Total expenditure, excluding salary, during the year (INR in Lakhs): **1,62,23,691**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

Every programme offered in the College has a Board of Studies

which comprises the faculty, external subject experts, meritorious alumni and entrepreneur who would approve the syllabus of the course. Every curriculum is constructed with the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs). The Board of Studies of analyses the course objective and its connections to the learning outcome in all the courses proposed by the department. Additionally, feedback from students, teachers, alumni and parents enhances the curriculum. Choice Based Credit System (CBCS) is for all programmes The programme outcomes of UG programmes include providing knowledge in understanding the origin of the subject, developing the efficiency to examine the concepts, and training the students for higher studies. For Post Graduate Programmes, the programme outcomes comprise preparing the students to gain knowledge on the concerned subject, the application of ideas in relevant contexts, and developing the ability to gain knowledge.The exclusive goal of the Choice Based Credit System in Pope's College is to offer students to decide their elective courses and skill-based courses. The Choice Based Credit System follows the grading pattern which is based on acquiring credits in each semester establishing a foundation for students' individual growth with their competence in their courses. The curriculum is designed to grant social and intellectual development to the students.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

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

18

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

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

104

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

104

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

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

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

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

As Cross cutting issues are identified as important for all aspects of development, Pope's College introduces certain courses which are mainstreamed in the curriculum.

1. Environmental Studies. - First Year

2. Value Education - First Year

3. Personality Development - Third Year

After attaining autonomy, our college prescribed two courses relevant to the environment, human values, professional ethics and personality development for all undergraduate students in the first year and third year.

1. Environmental Science : First Year
2. Value Education : First Year
3. Personality Development : Third Year
4. Soft Skills : Second Year

As part of curriculum "Environment Studies" for first and second year, faculty makes students aware about the basic components of environment and their application in various fields. College organizes various activities like awareness programmes during the COVID pandemic period with the help of students such as distribution of Masks and other needed things to the adopted villages, importance of hygiene and individual responsibilities regarding the same.

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

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

16

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

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

1113

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

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

1056

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	**No File Uploaded**

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.popescollege.edu.in/2021-22/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	**No File Uploaded**

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.popescollege.edu.in/2021-22/
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

441

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

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

441

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

2.2 - Catering to Student Diversity

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

Pope's College provides inclusive need based education for all students. The College focuses on first generation learners and marginalized students. Curricular and co-curricular activities are designed as potential tools to suit the changing trends in higher education. Institutionalized Bridge course is conducted for first UG students after admission, for ten days. Its objective is to

strengthen the confidence level, communication skills and competencies. It is designed with an Entry level test. Activities and lessons prepared based on Listening, Speaking, Reading and Writing skills. The activities incorporate both academic and environment familiarity. An exit level test is conducted which brings out improvement in the learning skills and competencies of entrants. Remedial Programme also has a schedule in which slow learners are given extra coaching- reading, peer group study, assignments and tests to enhance inclusive learning. It improves the student's participatory response in the classroom and assessment. Spoken English classes enhances their academic, communication, personal and creative skills. They are encouraged to participate, present and publish research papers in all journals, provides scope for projects and higher studies. They are trained for competitive examinations

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
05/07/2021	**1334**	**93**

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The faculty of Pope's College are well trained to adopt student-centric approach in their class rooms. 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. Teachers design lesson plans and methodology in order to achieve specific learning outcomes. Some of the strategies used in the class are:

- **Problem solving skills: Case studies to develop problem solving skills Brain storming to generate ideas Mind-mapping Data mining Logic approximation**

- **Participative learning: Role plays for conceptual clarity and participative approach. Guided group discussion to promote communication ability, generate ideas, interpersonal skills. Listening and develop problem solving skills. Mock interviews Panel discussions to present ideas Puzzles, Drama, Debates, Games**

- **Experiential learning: Field projects and internships Field/industry visits for survey Audio visual learning in Language Lab Mock press to develop skill of questioning and listening Demonstration for conceptual clarity Poster presentation, creating and including video clips Screening and therapeutic intervention Models and exhibits to promote creativity and experiential learning Book review, exhibitions Education tours The evaluation strategies of the College further augment the process of student-centric learning.**

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

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

1. Computers: All the departments are equipped with computers. 2. Projectors- LCD projectors are available in different classrooms/labs 3. Smart boards: They are installed in at least one classroom in each department. 4. Printers- They are installed in all the departments. 5. Photocopier machines - Multifunction printers are available at all prominent places in the Institution. 6. Scanners- Multifunction scanners are available at all prominent places. 7. Seminar Rooms- - It is digitally equipped with mikes, projector, cameras and computer system.. 8. Online Classes through Zoom, Google Meet, Microsoft Team, and Google Classroom are conducted when there is a need. 9. MOOC Platform (NPTEL) 10.

Digital Library resources

Use of ICT by Faculty: PowerPoint Presentations- Faculty are encouraged to use power-point presentations in their teaching by using LCDs and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations. Industry Connect- Seminar Halls are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students. Online quiz- Faculty prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS. Video Conferencing- Students are counselled with the help of Zoom / Google meet applications. Online Competitions- Various technical events and management events such as Poster making, Ad-mad show, Project presentations, Business quiz, Debates, paper presentations etc. are being organized with the help of various Information Communication Tools

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.popescollege.edu.in/2021-22/
Upload any additional information	View File

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

2.3.3.1 - Number of mentors

52

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

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

The academic planning and execution system of Pope's College is developed as per the recommendations of the IQAC. It is a well-planned, transparent, and self-monitored system which is based on the information of plans and schedule of college. Academic

Calendar provides Plan of working days, day order, dates for faculty and student Orientation, Course registration, Internal Assessments, Field Visits, Seminars, workshops, celebrations and other events.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

93

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

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

50

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

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

839

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

2.5 - Evaluation Process and Reforms

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

23

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

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

0

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

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

The Examination processes and management system of Pope's College is well defined, transparent and made available to the Students, Teachers and Parents through the College Calendar. Examination reforms are introduced for the effective evaluation process to update the system with developing technology. Course Registration, Attendance, Continuous Internal assessment(CIA), Semester/examination fees payment, examination application form, exam time table, seating arrangement, online Quiz, Issue of Hall

Tickets, Declaration of Results are automated. Students were trained to submit their internal answer scripts through mail id. Flexibility in collection of internal answer scripts covered Whatsapp submission as well during the pandemic.

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

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes, Programme specific outcomes and Course outcomes are prepared after several meetings at various administrative levels based on the Revised Blooms Taxonomy. With the guidelines of the Staff Council the Deans prepare the POs and the templates for PSOs and COs. The Departments prepare PSOs and COs and send for expert opinion and is passed in the Board of Studies. The learning outcomes are disseminated to the staff and students by uploading it in the College website.

The Course in-charge will explain the COs to the students and the copies are also made available to the students. The teachers prepare lesson plans and design instructional strategies as per the required outcomes. Question paper blue prints are prepared by the course teacher as per the course outcomes. A copy of the course outcome is sent to the external examiners along with the syllabus and the question paper blue print. The above process ensures cascading of information to the teachers and students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	**No File Uploaded**
Link for additional Information	**Nil**

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

Pope's College has direct and indirect methods of assessing the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes. With the recommendations from the IQAC, the College has developed Specific mechanisms to ensure attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes and Performance Indicators to evaluate their attainment. It is an institutional practice to spell out the learning outcomes and pass them in the respective Boards of Studies. The approved learning outcomes are communicated to the students, teachers and examiners. Attainment calculation will be implemented soon.

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

2.6.3 - Pass Percentage of students

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

401

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.popescollege.edu.in/annual-report/

2.7 - Student Satisfaction Survey

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

https://www.popescollege.edu.in/2021-22/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The Dean of Research is in-charge of research activities. The institution made a well-defined policy for the research which is uploaded on College Website. The Dean of research formed a Research Advisory Committee consisting of Principal, Dean of research, IQAC Co-ordinator, Dean of Sciences, Dean of Arts, Dean of Students' Services, Controller of Examinations, Librarian and one of the members from Physics Department. The Research Advisory Committee promotes a culture of research, through a multidisciplinary approach, that aims at motivating students and faculty at undergraduate and post graduate levels to undertake and pursue research. We have 3 Research Centres one from Arts and two from Sciences. Under the Research Centres, full time and part time scholars pursue Ph.D.; it has well equipped laboratories, computer system with internet facility, scholar room, presentation hall, INFLIBNET, books and journals. Also the curriculum has UG group projects in the final year to promote research culture Also scholars are asked to submit the plagiarism report before thesis submission as per the ethical guidelines of College.

Partial financial support is extended to conduct seminars, conferences, workshops for departments to motivate students and to promote research culture. Faculty are strongly encouraged to pursue Ph.D. Ethics Committee emphasizes the importance of ethical conduct in research and directs teaching staff to check their research for plagiarism using appropriate software.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	https://www.popescollege.edu.in/research-policy/
Any additional information	View File

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

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

0

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

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

9

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

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

0.075

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

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	<u>View File</u>

3.2.3 - Number of teachers recognised as research guides

18

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

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

0

File Description	Documents
Supporting document from Funding Agencies	<u>View File</u>
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

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

Our institution has created many ways to promote innovation through research activities, entrepreneurship and skill development programs. We have 3 research centres which encourages researchers to practice research culture Information is imparted to scholars and students about available summer research

fellowship in IISC, IITs and other Institutions. All departments are encouraged to organize seminars, workshops, conferences on research methodology, entrepreneurship development, Innovative practices etc. Many departments organized webinars in order to transfer knowledge to students and faculty on innovative teaching methodology, life skill programming. Pope's Entrepreneurship Club organized workshop on entrepreneurial initiatives, industrial motivational campaign for youth/prospective entrepreneurs, start-up launch pad etc., along with EDII of MS University. Through all these activities our institution has transferred innovative ideas among the students. The Department of Zoology is establishing a herbal garden and waste water from various outlets can be used for garden.maintenance. NSS and YRC organized community orientation programs like Covid Relief program, Anti-drug awareness program, vaccination camp. To master latest technologies in order to be corporate ready, teachers combine technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT), online classes through google meet, zoom meeting and assignments through google classroom to support, enhance, and optimize the delivery of education.

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

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

9

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the	A. All of the above

following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

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

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

3.4.2.1 - Number of PhD students registered during the year

8

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	[View File](#)
Any additional information	[View File](#)

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

23

File Description	Documents
List of research papers by title, author, department, and year of publication	[View File](#)
Any additional information	[View File](#)

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.popescollege.edu.in/wp-content/uploads/2024/10/3.4.4-Additional-Information-Link-compressed-1.pdf

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

3.4.5.1 - Total number of Citations in Scopus during the year

27

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

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

3.4.6.1 - h-index of Scopus during the year

7

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

3.5 - Consultancy

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

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

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

0

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

3.6 - Extension Activities

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

The institute actively engages students in various social activities that foster civic responsibility. Events organised ensure that academics are not compromised. Awareness programs on gender equality, environmental issues, cleanliness, and tree plantation initiatives are also conducted. Faculty lead extension activities and workshops at other institutions. Each department organizes numerous outreach activities for the surrounding community. To support holistic development of students, a range of sports, cultural events, both technical and non-technical activities are hosted.

Highlights of the activities carried in the academic year 2021-2022

- The Right to Information Act of 2005, empowers citizens to request information from public authorities, thereby promoting transparency and accountability in governance, and on November 17, 2021 the programme was conducted.
- On November 23, 2021, Blood donation camp was organized to collect essential blood supplies for Government hospital.
- On November 24, 2021, child protection seminar was held to address critical issues on safety and well-being of Students.
- During special NSS camp held from March 26 to April 1, 2022, participants engaged in community service activities, workshops, and team-building exercises aimed at fostering leadership skills, promoting social responsibility.
- On May 19, 2022, the Yoga Day celebration featured a series of invigorating sessions that included group yoga practices for physical and mental well-being,

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.popescollege.edu.in/wp-content/uploads/2024/10/3.6.1-Additional-Information-Link_11zon.pdf

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

9

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

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

21

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

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

1266

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

3.7 - Collaboration

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

8

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus has proper infrastructure and basic amenities for teaching and learning.

The College has established an excellent infrastructure and learning resources in accordance with NCTE standards. The College has a sufficient number of classrooms with natural light and good ventilation. Bulletin boards are available in all departments. The College Library contains a sufficient number of books that cover all of the subjects taught at the College. Departmental libraries are maintained by some departments. Cycle sheds are designed to accommodate both two-wheelers and bicycles. The college's water plant provides all students, faculty, and visitors with clean drinking water. Furthermore, RO water purifiers have been installed in a variety of locations to ensure that students have access to safe drinking water. The time schedule committee ensures that there is no overlap by properly allocating rooms and laboratories. In the College, the government holds a number of entry and competitive examinations. The institution has five well-equipped labs. The college has a lovely greenish campus with plenty of space. First aid kits and fire extinguishers are kept in each department to ensure the safety of the students.

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

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

The college provides better infrastructural facilities for the indoor and outdoor games. The college has a sports store room with all athletic goods, indoor activities such as chess, carom, badminton, table tennis, and so on. All the sports facilities are accessible to staff members and students throughout the year. Along with core courses and the continuous evaluation, the institute integrates sports and extra-curricular activities as essential components.

Major cultural events are organized in seminar hall and also at

the auditorium/ open air auditorium. Facilities for outdoor and indoor sports and games that include cricket badminton, volleyball, carom, table tennis and chess, and food ball also exists in the campus. Intramural and inter-collegiate sports and games are organized regularly every year for students. Students are specially trained for participation in Zonal, Inter-Zonal and, National level.

Social and cultural activities are important in preparing students for real-life situations and boosting their personal qualities. To encourage students' cultural activities, a room was assigned and basic equipment was provided for practise.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	View File
Paste link for additional information	Nil

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

23

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

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

56,72,769

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

4.2 - Library as a Learning Resource

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

1. Name of ILMS Software: Rovan

2. Nature of Automation: Partial

3. Version: 6.0

4. Year of Automation: 2021

ROVAN LMS software used to manage the library routine activities. It is built with activities of acquisition, catalogue, OPAC, circulation and report. Acquisition enables Budget preparation, placing orders of book purchase and managing supplier list.. Newly purchased books are entered accordingly.Quick response code is printed and affixed on books. Budget statement and purchase statement are generated as requested. Catalogue displays books and resources according to the types of search technique. The search types are performed using keywords, author/publisher/subject/department.OPAC technique identifieslocation, availability of books.

Separate options are available for entry by users-E-Gate. The register number of the users is converted into bar code and affixed in the identity card. The users scan their identity card when they are entering into the library and leaving the library. This is termed as "Check in/ Checkout"

Lending of books is activated with pace using this circulation to the users. The time of the users are saved with the help of circulation using the software.

Reports like users' statistics, book circulation, E-Gate, purchase statement, No dues certificate etc are generated using this software.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources | **B. Any 3 of the above**

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

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

1,46,726

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

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

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

53

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

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

In accordance with best practices in information technology management, Pope's college (Autonomous) has implemented a comprehensive IT policy that covers topics such as Wi-Fi usage, cyber security protocols, and other relevant issues. This policy is intended to protect the confidentiality, integrity, and availability of the institution's digital assets and information.

- The College has 112computers, and they are periodically updated and replaced.
- IT hardware installation and maintenance services are provided only after receiving an approval from the principal.

Networking Facilities

- Wi-Fi and internet services to the staff and students
- Intranet facility to all the buildings in the campus
- Local Area Network (LAN) connectivity to all the departments and offices
- Internet connectivity – with > 50 Mbps
- K7 Total Security antivirus software is installed on all computers.
- CCTV surveillance cameras are installed to increase security in the campus.
- Online application portal
- Online fee payment
- Online provisional results

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1334	112

File Description	Documents
Upload any additional information	View File

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

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing | E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

1,07,72,039

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

- o **Stock Register is maintained in all departments and verification is done every year by a committee constituted by the Principal.**
- o **Fire extinguishers are maintained in all laboratories.**
- o **Instruments and equipment are serviced regularly**
- o **Updated Antivirus software is provided in all the computer systems.**

The library committee procures books, manuscripts, and resources based on requests. Departments have a considerable supply of materials and references in their departmental libraries.

The sports facilities and activities are under the Physical Director. Sports materials register is maintained regarding athletic facilities, events held, and awards. Trained technical services are provided to all computers. Computer networks in the campus, LAN are maintained by structured and OFC cabling. The Institute's IT facilities are maintained by technicians.

The caretaker maintains the physical infrastructure, which includes the classrooms, administrative block, bathrooms, auditorium, seminar halls, and laboratories under the direction of administrative officers.

Campus security is monitored with the help of CCTV surveillance cameras. Generator & CCTV cameras are maintained annually.

Tendering is used to hire plumbers, electricians, and carpenters for electrical repair and furniture upkeep. There is also a building maintenance group that oversees the building's upkeep.

In-house personnel are maintain campus hygiene, sanitation, and infrastructure to create a pleasant learning environment.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

Government during the year

`628`

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

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

`94`

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

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	`B. Any 3 of the above`

File Description	Documents
Link to Institutional website	https://www.popescollege.edu.in/2021-22/
Details of capability development and schemes	View File
Any additional information	View File

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

`524`

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	C. Any 2 of the above

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

5.2 - Student Progression

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

61

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

5.2.2 - Number of outgoing students progressing to higher education

135

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

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

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

1

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

11

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

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

Ourstudentslearnresponsibility,dedication,andselflessnessthroughthe StudentCouncil. The college union, which is made up of a student chairman, secretary, conveners, and class representatives, upholds democracy in all of its endeavors. Thus, the Student Council serves as a conduit for communicating concerns, opinions, and

interests to the Principal and staff. Additionally, students have tangible representation on a number of the institution's committees. Students' interests, including their academic and administrative endeavors, are actively protected by the student forum. At the institutional level, the student forum acts as the Secretary of the cultural committee. The Secretary is in charge of organizing the cultural events at the college. The Secretary also arranges for students to take part in cultural activities that are held across campus. The IQAC committee, the scientific presentation and publication committee, the curriculum committee, and the magazine committee all represent student forums. In each service and support forum, the student representatives' mission is to direct all of its activities. The NSS Student representatives offer a selfless service to humanity. In order to help them become more responsible citizens, NCC cadets are streamlined with a strong focus on adventure training, discipline, and social responsibility. Students provide strong support in managing and supervising hostel operations. Every hostel has a representative in each wing.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://www.popescollege.edu.in/wp-content/uploads/2024/10/5.3.2-Additional-Information.pdf](#)

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

30

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

5.4 - Alumni Engagement

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

In order to streamline, coordinate, and facilitate alumni interaction on campus, Pope's College departments arrange "ALUMNI MEET" each year. Alumni give students possibilities within their organizations, and they can also use their connections to get opportunities outside of their own networks. Some departments rely heavily on their alumni to cover the cost of their students' education. Additionally, the alumni leaders offer a long-term growth vision. Over an extended period, they support and foster the pursuit of excellence. Additionally, the alumni take part in a variety of college-related academic and extracurricular activities. The alumni also take part in the college's many extracurricular and academic events. Their involvement is deemed to be highly advantageous and enables them contribute their professional experience to these groups. Every year on 15th August the Physics Friend's Association (Alumni of Physics Students) gather at Chennai Chapter and it is an registered alumni Association functioning outside the college. Due to Covid -19 Pandemic many departments did not conduct Alumni gathering. Physics Department of Pope's College conducted its Alumni meet on 28th May 2022. Leveraging the alumni community can be a win-win for both the institution and the Alumni. The Alumni network always has the real time benefit for the current students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.popescollege.edu.in/wp-content/uploads/2024/10/ALUMNI-MEET-PHYSICS.pdf

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The objectives of the Higher Education policies of the Nation is

clearly reflected in our mission of providing education to all, by ensuring equity and increasing access to education. Inculcate value system by ensuring that academic excellence leads to character development. The vision statement is reflected in all the institutional activities. Excellent teacher student relationship is maintained, to make teaching learner oriented and we believe in sharing and learning through peer teaching. Teamwork and leadership qualities are promoted by projects, seminars, group discussions, industrial visits, education tours etc. Wide range of extension activities is conducted, involving a large number of students, to sensitize them with societal issues and develop humane qualities. Campus tour is also arranged for the students in exposing to the various infrastructure and facilities available in the campus. To increase the book reading habits, two library book tokens are issued for each student to encourage them to avail the library resources. E-resources are made available in the library and students are encouraged to surf in their free hours and get them updated in their field. In tune with the modern pedagogy ICT enabled teaching methods are adopted in every department. The faculty members are recruited as per norms whenever required to maintain a good student teacher ratio. The statutory bodies- Governing Body, Academic Council, Finance Committee and Board of Studies are duly constituted and functions regularly. The non-statutory bodies, Service and Support Forums discharge their respective duties.

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

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

Pope's College was conferred Autonomy in 2017. It has rapidly divided its authority to promote equality and fraternity. The Principal is the absolute Head of the Institution. The Deans, Controller of Examinations and the IQAC Coordinator are vested with responsibilities varying from academics, co-curricular, extracurricular, research up to the personal requirements of all its inmates while ensuring quality on all fronts. There are Statutory and Non-Statutory Committees to steer and guide the leaders towards progression. Ahead of any enterprise, important decision-making administrative meeting convene to plan for proper

execution of the decided event. The statutory bodies-Governing Body, Academic Council, Finance Committee and Board of Studies are duly constituted and functions regularly. The non-statutory bodies, Service and Support Forums discharge their respective duties. Pope's College is just not a college but a spiritual fortress in which many great spiritual leaders made their footprints. In tune with the modern pedagogy ICT enabled teaching methods are adopted in every department. The Promotional Policies of Institution are designed to march towards excellence in Women Education. The faculty members are recruited as per norms whenever required to maintain a good student teacher ratio.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

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

To Improve infrastructure of class rooms. Construction of Indoor Stadium. To renovate Canteen and other Buildings. To improve the research aptitude of students in accessing quality journals published worldwide Inflibnet was made operational in our college student every research scholar and faculty members were given unique id's to enhance their search options and also to store all the retrieved information in their account. This has enabled a spurt in the research scholar's publications in UGC approved and scopus indexed journals.

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

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

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

The college is administered by Thoothukudi Nazareth Diocese. The secretary is empowered to take all the administrative decisions of the college. Being the head of the Institution, the principal is entrusted with the responsibility of the functioning of the college. Various Heads of the departments assume in charge for their respective departments. The Bursar controls the administrative office activities supported by office staff. The controller of exams is responsible for conducting exams and publishing results at an appropriate time. Added to this are the Deans, Physical director, Librarian, Placement officer who are functioning effectively in their assigned roles. The IQAC coordinator oversees all the quality assessment indices in the campus.

Every activity is planned and monitored by the Association members and Cell Coordinators. students also participate in planning committee meetings. Policies are reviewed from time to time by the administrators and heads. government norms are adhered to dt the time of Appointments- An aptitude test isfollowed byinterview. Protocols framed are followed at every step of administration both for staff and students.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.popescollege.edu.in/organogram/
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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

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

6.3 - Faculty Empowerment Strategies

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

Teaching

Staff retreat is arranged by the management

Festival advance for faculty members

The wards of the employees are given employment in case of the employer passing away abruptly in service

Maternity leave

Well-furnished ladies retiring room

If any employee dies during active service, the other serving employees raise a contribution through Diocesan Employee family benefit fund.

Non-teaching

Management sponsored tour

The wards of the employees are given employment in case of the employer passing away abruptly in service

ESI

PF

Maternity leave

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Festival advance

Well-furnished ladies retiring room

The wards of the employees are given employment in case of the
employer passing away abruptly in service


Students

Well-furnished girl students retiring room

Exclusive two wheeler parking for girl student

Toilet facilities for the disabled students

Wheel chair facility is available for the disabled

RO water facility

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

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

0

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

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

3

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

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

24

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The College Management appoints the statutory auditor as per the norms of Government. The statutory auditor audits all the books of accounts other college regularly and files the returns at the end of every financial year. As the college comes under Grant-in-aid category, the salary grant is received from the government for the staff who have been appointed in government aided posts. The Regional Joint Director, approves the salary grant and other salary related financial claims of the college for the staff appointed in Government aided posts. All salary and salary related claims are Pre-audited before release of the salary grant. The Regional Joint Director office audits the books of accounts and documents related to the government grant regularly.

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

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

6.195

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

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

The College run by the Diocese receives essential funds from its trust after proper approval by the Governing Members. It also receives aid from alumni who primarily contribute in kind towards the physical infrastructure development of their respective departments. Further, philanthropists also play their share of development of College facilities. The staff contribute towards the welfare of students in terms of payment of fees and supply of food. financial resources are duly acknowledged with receipts and after approval of respective committees, it is used towards the weal of the College

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

6.5 - Internal Quality Assurance System

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

Pope's College IQAC was instrumental in implementing the Academic Planner at the beginning of the Academic Year. Owing to COVID Pandemic, holding seminars, workshops, and co-curricular activities was a challenging task. The IQAC encouraged the Departments and Cells to host webinars and online quizzes.

Innovative activities were constantly encouraged; as a result, a Biodiversity Exhibition was hosted for the first time in our College. Staff and students were addressed on preventive measures of COVID-19 including the advocacy of vaccination. 4 separate Vaccination camps were held for all inmates of Pope's. In addition, through the efforts of our College, Covid-19 Vaccination Survey was conducted at Eral , Thoothukudi district administration and Eral Government Hospital.

Two Faculty Development Programmes and two Retraining Programmes were exclusively organized by the IQAC.

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

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

The Board of Studies hosted by every department caters to the overall curricular trends of its learners. Based on the performance of learners and the observatory inputs of staff, the Boards review the syllabus structure once in six months. Feedback on curriculum is collected from stakeholders and after analysis, is passed to concerned authorities for necessary action. The recommendations and suggestions is presented in the Academic Council which is then sanctioned by the Governing Body. As part of maintaining uniformity in recording the teaching methodology and portions covered of Facilitators, a template on course plan and course covered was prepared and circulated to all staff for this academic year.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution	**B. Any 3 of the above**

Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.popescollege.edu.in/annual-report/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Pope's College ensures a secure environment conducive to academic focus through well-equipped infrastructure, including classrooms, restrooms for girls, a staff common room, separate parking for vehicles, and CCTV surveillance for enhanced safety. Our College has implemented dedicated restroom facilities for girls and women faculty to ensure their comfort and privacy. This environment fosters optimal development and growth for students of all ages. Additionally, the Institution has implemented policies against ragging, harassment, and promotes gender equity, demonstrating its commitment to the welfare of women on campus. The College actively celebrates International Women's Day, celebrated on March 5th, to raise awareness among students about the status and dignity of women. Through platforms like the NSS Girls Wing, female students are provided opportunities to contribute to societal betterment, gain practical experience, and hone interpersonal skills. Notably, the NSS Girls Wing has made significant contributions across various fields, particularly during the challenging times of the Covid-19 pandemic, inspiring others to serve the community. Sports is a form of physical activity that helps students to stay active. It promotes better health and development. Through participation in sports, both boys and girls students can gain experience and

confidence that helps them to take better decisions. Through sports activities Pope's College enhances the personality of students who actively participate in sports.Girls in sportsare considered fit physically and mentally.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy　　　Biogas plant Wheeling to the Grid　Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**D. Any 1of the above**

File Description	Documents
Geotagged Photographs	**No File Uploaded**
Any other relevant information	[View File](#)

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

Waste management is a huge responsibility of our Institution. In Pope's college, solid waste management-process of collecting, treating and disposing of solid wastes is followed regularly. The College places high emphasis on maintaining a sprawling green campus while prioritizing cleanliness and eco-friendliness. Faculty and students receive regular reminders to minimize waste generation. Solid waste management on campus involves systematic collection of both wet and dry waste using dust bins, ensuring consistent disposal practices. Additionally, old newspapers, answer papers, and raw paper materials are periodically sold off. Implementing wastewater reuse for gardening within the College campus is a proactive step towards sustainability. By repurposing treated wastewater from various sources within the campus such as sinks and hostel for irrigation purposes, the College can conserve water resources and reduce its environmental footprint. This initiative not only promotes responsible water management but also provides an educational opportunity for students to learn about sustainable practices first hand. Reusing wastewater for gardening on campus demonstrates the College's commitment to environmental

stewardship and sets a positive example for the broader community.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geotagged photographs of the facilities	**No File Uploaded**
Any other relevant information	View File

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

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

7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	`C. Any 2 of the above`

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	`C. Any 2 of the above`

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

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

Pope's College has undertaken a series of institutional efforts aimed at fostering harmony among diverse communities through various outreach programs.

One notable initiative is the Visit to Anbullangal Home, which focuses on connecting with and supporting the elderly.

Additionally, the Visit to Vallanadu Sanctuary serves to educate participants about environmental conservation.

Another key program, titled Humanity is Empowerment, was implemented at the Compassion Home for the Aged in Vasavappapuram, Thoothukudi District.

The outreach extends to advocating for the rights of vulnerable populations through the program Concern is Rights, which embodies the motto, "Defend the poor and fatherless; help the afflicted and needy." This effort is particularly focused on the St. Raphael's Intellectually Disabled School in Sawyerpuram.

In line with this, the Child Rights initiative, part of an NSS Special Camp in Thannoothu Meenatchpatti, aims to raise awareness about the rights of children and emphasize the importance of child protection within the community.

Lastly, the program Hope to Hopeless, also associated with St. Raphael's Intellectually Disabled School, seeks to instill hope and provide support to intellectually disabled students.

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

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

India, known for its vast diversity encompassing social, cultural, religious, racial, linguistic, and geographical variations, stands unified by its hallmark of unity amidst this diversity. In Pope's College various clubs such as NSS, NCC, and YRC orchestrated a plethora of activities geared towards sensitizing students to our constitutional obligations. These programs were organized to imbue students with the essential values, attitudes, and skills necessary for fostering harmony within oneself and with others. These initiatives aimed at nurturing the creation of an equitable, humane, and sustainable society, while simultaneously facilitating the holistic development of individuals. Embedded within the Indian Constitution are core constitutional values such as dignity, freedom, justice, peace, cooperation, respect, kindness, truth, non-violence, responsibility, compassion, honesty, integrity, and tolerance, which were diligently instilled among our students through these programs. Various articles and provisions of the constitution express these values, constituting the very spirit of the nation. In Pope's College, a multitude of programs were meticulously organized to instill in students the values, attitudes, and skills indispensable for fostering harmony within oneself and with others, while nurturing the holistic development of individuals. These initiatives aimed at cultivating an equitable, compassionate, and sustainable society.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this	B. Any 3 of the above

regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

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

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

During the academic year 2021-22, Popes College vibrantly celebrated and commemorated a series of significant days that enriched the campus community and promoted core values among students. Independence Day, celebrated on August 15, ignited a spirit of patriotism with a flag-hoisting ceremony. Following this, the joy of Christmas Day on December 25 was felt throughout the campus as students engaged in festive activities, including carol singing and community service. The observance of Sparrow Day on March 20 focused on environmental awareness, featuring educational workshops that highlighted the declining sparrow population and the necessity of conservation efforts. On Yoga Day, celebrated on June 21, the College community came together for group yoga sessions and mindfulness activities, underscoring the significance of mental and physical well-being in our daily lives. National Science Day on February 28 fostered curiosity and celebrating the role of science in societal advancement. The International Labour Day on May 1, encouraging students to appreciate hard work and advocate for equitable treatment. World Computer Literacy Day on December 2 highlighted the importance of digital skills in the modern world. Collectively, these celebrations at Popes equipping students to engage meaningfully with the world around them.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	**No File Uploaded**
Geotagged photographs of some of the events	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.2 - Best Practices

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

https://www.popescollege.edu.in/2021-22/

File Description	Documents
Best practices in the Institutional website	<u>https://www.popescollege.edu.in/2021-22/</u>
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Recognizing that access to proper nutrition is fundamental to academic success, especially in our rural setting where some students struggle to afford three square meals a day, we have established a Noon Meals Scheme to provide essential sustenance to those in need. We devised a system that ensures both nutritious support and respects the privacy of beneficiaries. Central to the success of this scheme is the role of the Coordinator, who oversees its smooth operation. Beginning of each academic year, students are informed about the scheme through their tutors, who liaise with the Coordinator to determine the number of beneficiaries from each department. Tokens are then issued discreetly to students, allowing them to redeem meals in the college canteen on a daily basis. This token system guarantees equality and preserves the anonymity of recipients. For the academic year 2021-2022, 39 students were benefited. Feedback from beneficiaries has been overwhelmingly positive, with students expressing gratitude either directly to the Coordinator or through

their respective departments. They appreciate not only the wholesome meals provided but also the high quality of the food, which contributes to their overall well-being and academic performance.

File Description	Documents
Appropriate link in the institutional website	https://www.popescollege.edu.in/2021-22/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To increase employability skills

To introduce and familiarize students with online learning platforms

To encourage and improve measures for Research amidst staff.

To launch a platform for research frame of mind for learners.

To increase internet connectivity and provide wi-fi access to students

Launch more career oriented programmes

Resume Competitive Exam Coaching for students

To strive for national/International recognition in Sports/NCC