YEARLY STATUS REPORT - 2022-2023

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		
• 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/aqar/AQAR%202021-22/AQAR%202020-2021.pdf
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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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	**6**

• 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)

launching of Institution's Innovation Council

Resumption of Competitive Exam Coaching for students after pandemic

Students were given training in Aari work

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 increase employability skills	**80 students from First Year Postgraduate Departments underwent Internship Training during the summer vacation**
Render skilled Training to students	**Training in Aari work was conducted for students at the end of which they displayed their designs in the College Library.**
To introduce and familiarize students with online learning platforms	**MOOC courses were taken up by 80 Postgraduate students.**
To encourage and improve measures for Research amidst staff.	**Staff contributed their research aptitude through publication of 72 articles in distinguished Journals.**

To encourage and improve measures for Research amidst staff.	Monetary assistance and reward has been drafted in the Research Policy of the College.
To encourage and improve measures for Research amidst staff.	17 Chapters/ Proceedings were published by 12 faculty across disciplines.
To launch a platform for research frame of mind for learners	Launch of IIC took place on 21/10/2022.
To increase internet connectivity and provide wi-fi access to students	Internet speed has been increased to A 200 Mbps
Resume Competitive Exam Coaching for students	Coaching for NET/SET Exams were provided at the departmental level.
To strive for national/International recognition in Sports/NCC	Cadet P. Bevin of II B.A Economics took part in the All India Republic Day Pardade 2023. He had the privilege to represent the All India Guard of Honour selected by the Honorable Prime Minister Shri. Narendra Modi at New Delhi.; Ú P. Murugan of III B.Com S/F won the Gold Medallist in National Boxing Senior Men's Championship

13.Was the AQAR placed before the statutory body?	**Yes**

- 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 ?	**Yes**

- Year

Year	Date of Submission
2022-2023	24/02/2024

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 has registered under Academic Bank of Credits. A nodal officer has been deputed who oversees the registration of students in the portal.

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. Through NCC, 'International Yoga Day' was celebrated. The great victory of the Indian Armed Forces over the Pakistan Army in 2021 was celebrated as the "Swarnim Vijay Varsh" by conducting a Painting competition for our NCC Cadets. 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.

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:	**1163**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**318**

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:	**1099**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1 Number of courses in all programmes during the year:	**787**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**87**

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	**117**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**1,33,33,814**

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

9

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

129

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

1.2 - Academic Flexibility

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

129

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

18

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

1.3 - Curriculum Enrichment

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

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

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	No File Uploaded

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

1121

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

751

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/2022-23/
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/2022-23/
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

431

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)

431

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

Institutionalized Bridge course was conducted for first UG students for 3 days after admission. Its objective is to strengthen their confidence level, communication skills and competencies. It has an Entry level test. Based on their marks the students are grouped into Slow and Advanced learners and the inputs are designed based on their level of competency. Activities and lessons are prepared accordingly on Listening, Speaking, Reading and Writing skills. Activities planned incorporate both academic and environment familiarity. An exit level test is held for all students which brings out improvement in their learning skills and competencies.

Remedial Classes are conducted at their respective departments between or after class hours in which students who have scored low marks in CIA, class tests, long absentees are given special attention. Tests are often conducted to improve the learning skills of students and to assess their comprehensive levels.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
18/07/2022	1163	87

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:

Student-centric approach is focused at Pope's. 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. Programme outcomes, Programme specific outcomes and course outcomes, lesson plans and instructional strategies on a common format (Objective Oriented Learning Process) and their importance are made aware to the students by respective departments. 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 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 Models and exhibits to promote creativity and experiential learning Book review, exhibitions Education tours Directing Short Films 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

Combining technology with traditional mode of instruction is part of effective teaching in the modern educational set up. To engage students in long term learning, Information and Communication Technology (ICT) tools are used to support, enhance, and optimize the delivery of education. The following tools are used by the Institution- ICT Tools: 1. Computers: All departments are equipped with computers. 2. Projectors- LCD projectors are available in different classrooms/labs 3. Interactive Smart boards 4. Printers are installed in all departments. 5. Photocopier machines - Multifunction printers are available at all prominent places 6. Scanners- Multifunction scanners are available at all prominent points. 7. Seminar Rooms are 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. MOOCS Platform: NPTEL 10. Digital Library resources are accessed by students.

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/2022-23/
Upload any additional information	**No File Uploaded**

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

2.3.3.1 - Number of mentors

57

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. The Academic Calendar is drafted by the academic team

. 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. The Academic team prepare an academic plan which indicates the dates for submission of Semester Plans, Lesson Plans and Internal question papers. Each course teacher prepares a Semester Plan for a course which indicates portions for the internal tests. The academic plan for the entire semester is transparent to teachers, students and parents. The question papers for the internal tests are submitted to the Controller of Examination's office through the HOD as per the academic plans.

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

87

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

59

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)

895

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

20

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 effective evaluation process to update the system with developing technology. As the College updated its IT infrastructure, reformations are also introduced in the examination processes. Course Registration, Attendance, Continuous Internal assessment(CIA), Semester/examination fees payment, examination application form, exam time table, seating arrangement , Issue of Hall Tickets, Declaration of Results are automated. An upgradation of automation in examination system is the introduction of online mode of payment for Revaluation fees.

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 PO's 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 CO's and SOL's 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. Feedback from stakeholders are regularly conducted, processed and presented to the management for appropriate assessment and corrective measures. 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

318

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/2022-23/

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 oversees all research activities which has established a comprehensive policy for research work available on college website. To support these efforts, the Dean formed a Research Advisory Committee comprising the Principal, Dean of Research, IQAC Coordinator, Dean of Sciences, Dean of Arts, Dean of Student Services, Controller of Examinations, Librarian, and representative from the Department of Physics. It fosters a culture of research through a multidisciplinary approach, encouraging both

undergraduate and postgraduate students and faculty to engage in research.

It has three research centers one in arts and two in sciences—where full-time and part-time scholars pursue their Ph.D. These are equipped with modern laboratories, computer systems with internet access, scholar rooms, presentation halls, INFLIBNET resources, books, and journals. Additionally, curriculum includes undergraduate group projects in the final year to further promote research culture among students. Scholars are required to submit plagiarism report before submitting their theses, in accordance with college's ethical guidelines.

The college also provides partial financial support for conducting seminars, conferences, and workshops within departments to motivate students, and organizes regular events to enhance the research environment. Faculty members are strongly encouraged to pursue Ph.D. degrees, and the committee oversees their research activities. Ethics Committee places strong emphasis on ethical conduct in research, requiring faculty to check their work 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

6

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

3.2 - Resource Mobilization for Research

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

0

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	**No File Uploaded**
Any additional information	**No File Uploaded**

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	View File

3.2.3 - Number of teachers recognised as research guides

20

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

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

0

File Description	Documents
Supporting document from Funding Agencies	View File
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 implemented various initiatives to promote innovation through research activities, entrepreneurship, and skill development programs. College encourages all departments to organize seminars, workshops, and conferences focused on research methodology, entrepreneurship development, and innovative practices. Many departments have conducted webinars to share knowledge with students and faculty on innovative teaching methods. Pope's

Entrepreneurship Club has organized workshops on entrepreneurial initiatives and industrial motivational campaigns for youth and prospective entrepreneurs, in collaboration with Entrepreneurship Development Institute of India (EDII) at the university. Through these activities, our institution has successfully disseminated innovative ideas among students.

The Institution's Innovation Council has established on October 2022. It aims to provide a platform for the convenient merger of innovative and entrepreneurial efforts. The idea is to foster and facilitate innovation and entrepreneurship among the faculty and students through mentoring, conducting workshop on Design thinking, Business Model Canvass, Ideation. Additionally, the NSS and YRC have organized numerous community-oriented programs, an anti-drug awareness campaign, and vaccination camps.

Use of ICT

PowerPoint Presentations: Faculty members enhance their teaching through PowerPoint presentations with LCDs and projectors. They have access to a digital library, online search engines, and various websites to create effective presentations.

Online Quizzes and Competitions: A range of technical and management events—including poster-making, ad-mad shows, project presentations, business quizzes, debates, and paper presentations—are organized using various information communication tools.

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

14

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

3.4 - Research Publications and Awards

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

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

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

3.4.2.1 - Number of PhD students registered during the year

3

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

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

8

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

20

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.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

0

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

1

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. Additionally, it organizes other events as needed, ensuring that academics are not compromised. Awareness programs on gender equality, environmental issues, cleanliness, and tree plantation initiatives are also conducted on

campus. Faculty members are encouraged to lead extension activities and workshops at other institutions. Each department has organized numerous outreach activities for the surrounding community in various locations. To support the holistic development of students, the institute hosts a range of sports, cultural events, and both technical and non-technical activities.

Highlights of the activities carried in the academic year 2022-2023

- The NSS Day celebration on September 23, 2022, aimed at fostering a spirit of social responsibility and awareness among participants.
- The National Youth Day celebration on January 13, 2023, included a vibrant program of activities
- The Samathuva Pongal celebration on January 13, 2023, featured a series of events that included thought-provoking discussions on social equality, cultural performances highlighting the rich diversity of our community.
- The Health Day celebration on September 29, 2022, encompassed a comprehensive array of activities, including informative workshops on nutrition and wellness, fitness demonstrations led by health professionals.
- The Anti-Drug Program held on December 14, 2022, featured a compelling series of activities, including informative presentations by experts on the dangers of substance abuse, personal testimonies from recovered individuals sharing their journeys

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

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

5

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)

20

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

2329

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

6

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 has AC/Seminar hall for conducting seminars, workshops etc. 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 has adequate infrastructure for sports and cultural activities.

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	View File
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)

19,45,234

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)

14, 590

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

49

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 117 computers, 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
1163	**117**

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)

78,60,172

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.

- **Stock Register is maintained in all departments and verification is done every year by a committee constituted by the Principal.**
- **Fire extinguishers are maintained in all laboratories.**
- **Instruments and equipment are serviced regularly**
- **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	[View File](#)
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

584

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

64

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/2022-23/
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

901

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

73

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

111

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

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

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

0

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

29

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

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

The Student Council instils in our students a sense of accountability, commitment and altruism. The Council is the springboard for students to lead and involve in research, sports and cultural activities. Comprising of a Student Chairman, Secretary, Conveners and Class Representatives, the college union proclaim the spirit of democracy in every endeavour. The Student Council is thus the vehicle in addressing issues, ideas and interests to Staff and Principal. In addition various committees of the institution have concrete representation from the Students. The student forum is actively involved in defending the interests of students, including their academic and administrative pursuits. The student forum serves as the cultural committee's secretary on the institutional level. The Secretary is responsible for planning the college's cultural events. Additionally, the Secretary makes arrangements for students to participate in intercollegiate cultural events. Student forums are represented by the curriculum committee, the magazine committee, the scientific presentation, publication committee, and the IQAC committee.. A selfless service to humanity is provided by the NSS Student Representatives. NCC cadets are streamlined with a clear focus on adventure training, discipline, and social responsibility to help them become more responsible citizens.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.popescollege.edu.in/wp-content/uploads/2024/10/Administrative-Activities-Student-Evidence-22-23.pdf

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

36

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

Every year, Pope's College departments host "ALUMNI MEET" to simplify, plan, and promote alumni engagement on campus. In addition to providing opportunities within their organizations, alumni can help students access opportunities beyond their own networks by using their connections. To pay for their students' education, several departments mostly rely on their alumni. The alumni leaders also present a vision for long-term growth. They encourage and support the pursuit of greatness over a long time. The graduates also participate in a wide range of extracurricular and academic activities associated to college. Additionally, the alumni participate in the numerous academic and extracurricular activities offered by the college. Their involvement is deemed to be highly advantageous and enables them contribute their professional experience to these groups. nostalgic, cherishing their memories. Various Departments conducted alumni meetings during the academic year in which the alumni turned up with enthusiasm.

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-22-23.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 institution strongly believes in transparency, quality, participative leadership and delegation of power at various levels. Pope's College (Autonomous) believes the culture of participative management in all academic and non-academic activities. Our College continues to cater to the needs of the rural and poor sections of the society.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. 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

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. Every academic year the library increases its book collections significantly. 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 strategic plan and deployment documents on the website	**No File Uploaded**
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

The strategic plan of the institution is clearly defined. Planned to improve health and hygienic atmosphere in the college campus. To improve research publications. To inculcate the values of being social wellbeing among the students. To give good placements for the students. 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.

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	[View File](#)
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	[View File](#)
Details of implementation of e-governance in areas of operation	[View File](#)
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

Some of the welfare schemes for staff include: Retreat for Staff is arranged by the Management; Consolidated payment is given to staff who await government pay; Festival advance for faculty members; A family member of the employee is given employment in case the employee passes away abruptly during service and also the other serving employees of the Diocese contribute financially through the Diocesan Employee Family Benefit Fund to the family of the demised employee. Maternity Leave with salary, OD for attending Seminar and Conferences.

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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.)

21

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 Bursar oversees the financial aspects of the College. The

Auditing Committee of the CSI Thoothukudi Nazareth Diocese audits the financial transactions every year. Further, The Joint Directorate Office of Collegiate Education audits the grants received by the college. The Institution operates transactions through bank and audits are conducted every year. The financial statements of the college are submitted to the Government every year. There is transparency in the utilization of UGC Funds and Special Fee grants.

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

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

3.035

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

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

The financial resources of the institute are managed in very effective manner. Financial planning is exercised well in advance for efficient budgeting and review is done on periodic intervals through management representative. The institution prepares the budget after taking into account of the sources of earnings and expenditure. It mainly allocates fund for the salary of its faculty and staff, Infrastructure development, faculty development, research, library, canteen, hostels are the other recurring expenditures. Students are admitted as per Tamil Nadu Government Higher Education norms. Management through governing body looks in to income and expenditure pattern and pragmatic recommendations are given. The Bursar oversees the financial aspects of the College. The Auditing Committee of the CSI Thoothukudi Nazareth Diocese audits the financial transactions every year. Further, The Joint

Directorate Office of Collegiate Education audits the grants received by the college. The Institution operates transactions through bank and audits are conducted every year. The financial statements of the college are submitted to the Government every year. There is transparency in the utilization of UGC Funds and Special Fee grants.

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

6.5 - Internal Quality Assurance System

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

The IQAC of Pope's College serves as the ideation and implementation portal of new measures to sustain qualitative autonomy. As part of widening avenues of research climate and to induce Undergraduate students towards analytical frame of mind, Institution's Innovation Council (IIC) was launched on 22nd October 2022. Hands-on Training Programmes, Workshops and Invited Talks were part of this forum's events. The Research Policy was drafted enabling financial assistance to Staff in the field of Research accomplishments. The speed of internet connectivity was increased to 200 Mbps in order to optimize resources from the web. Celebration and observance of important days have increased constantly in the form of competitions, Lectures, oath taking and the like. Integrating values with knowledge, Pope's College always strives to lift up the standards of the local community- the gesture this year was donating 50 cents of College land to the Government towards construction of the first ever Bus Stand at Sawyerpuram.

File Description	Documents
Upload any additional information	**No File Uploaded**
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. Shift towards Outcome Based Education has been initiated. Course Plan and Course Covered is systematically formulated by the staff. To prepare a teaching plan, they follow a procedure by taking into account the number of teaching days available in the semester, and the division of the syllabus of each course into modules, units, and sub-units.

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 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)	**B. Any 3 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	**Nil**
Upload e-copies of accreditations and certification	**No File Uploaded**
Upload details of quality assurance initiatives of the institution	<u>View File</u>
Upload any additional information	<u>View File</u>

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 faculties 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, observed on March 5th, to raise awareness among students about the status and dignity of women. Programme like Aari work design training to girls, Awareness programme on gender issues on women's health, Awareness programme on health and hygiene were conducted. Girl students are encouraged to participate in NCC, NSS and sports activities.

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 for institution. In Pope's college solid waste management- process of collecting, treating and disposing of solid wastes is followed regularly. The college places a high emphasis on maintaining a sprawling green campus while prioritizing cleanliness and eco-friendliness. Faculty members and students receive regular reminders to minimize waste generation. Solid waste management on the college campus involves the 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 firsthand. 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	D. Any 1 of the above

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

7.1.7 - The Institution has 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).

The Zoology and Information Technology and Mathematics departments, Youth Welfare, Human Rights Forum, and Youth Red Cross of Pope's College, embarked on meaningful visits to Raphael's Home for Mentally Disabled Children in Sawyerpuram and Canon Thomas Sither Special School in Nazareth on different dates. These visits provided an opportunity for college staff and students to engage directly with disabled children, fostering a spirit of connection and support. The interactions were filled with warmth and enthusiasm, as participants organized activities that aimed to brighten the children's day and promote inclusion. Furthermore, the Youth Welfare and Human Rights Forum spearheaded a special program titled "Child's Rights " during an NSS Special Camp in Nattathi. This initiative underscored the critical importance of advocating for children's rights and their well-being, aiming to raise awareness and educate the community on these vital issues. By highlighting the needs and potential of disabled children, the program sought to inspire a collective commitment to ensuring that every child can thrive in a nurturing environment. Through these efforts, Pope's College demonstrated its dedication to social responsibility and community

engagement, making a positive impact in the lives of vulnerable children.

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, IIC, EDC 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 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	**C. Any 2 of the above**

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	**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 2022-2023, Pope's College enthusiastically celebrated a variety of important national and global events, fostering a vibrant and engaged campus community. Independence Day and Republic Day were commemorated with heartfelt ceremonies that instilled a sense of patriotism among students, featuring flag hoisting and cultural programs that honoured India's rich heritage. The spirit of Christmas brought joy and unity, with festive decorations and community gatherings that celebrated the values of love and togetherness. The college also observed World Ozone Day and World Environmental Health Day, highlighting the critical importance of environmental sustainability. National Innovation Day was marked by encouraging students to showcase their creative ideas and

projects. National Youth Day was celebrated to empower young minds and promote leadership, while the traditional festival of Pongal was embraced with enthusiasm, allowing students to experience and appreciate cultural diversity. Lastly, Indian Army Day was honoured with programs that paid tribute to the bravery and sacrifices of the armed forces, reinforcing the college's commitment to fostering a sense of respect and gratitude among its students. These diverse celebrations not only enriched the college experience but also instilled essential values of patriotism, environmental stewardship, and cultural appreciation.

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	View File

7.2 - Best Practices

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

https://www.popescollege.edu.in/2022-23/

File Description	Documents
Best practices in the Institutional website	https://www.popescollege.edu.in/2022-23/
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)

Pope's college has implemented a proactive initiative aimed at fostering a supportive environment for financially disadvantaged students to pursue their education without hindrance. 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. Through careful analysis, we discovered that while students required assistance, they preferred to maintain anonymity. In response, we devised a system that ensures both

nutritious support and respects the privacy of beneficiaries. Beginning of each academic year, students are informed about the scheme through staff, who liaise with the Coordinator to determine the number of beneficiaries from each department. Tokens are then issued to students, allowing them to redeem meals in the college canteen on a daily basis. For the academic year 2022-2023, approximately 43 students benefited from this scheme. 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/2022-23/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Template for Programme Reports
2. Simplifying Course Plan & Covered Format for Staff
3. Drafting common MoU Format
4. To register Alumni
5. Administrative Reform
6. Organize Programmes for administrative staff
7. Instrumental in conduct of statutory autonomy committees
8. Orient Staff on

- Applying For Research Funding
- Preparing E-Content
- Writing A Research Paper