



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

THE AMERICAN COLLEGE (AUTONOMOUS)

**THE AMERICAN COLLEGE ALAGAR KOIL ROAD TALLAKULAM MADURAI
625002**

www.americancollege.edu.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The American College, founded by American Missionaries, is known for academic excellence and social relevance in higher education. The College, established in 1881 at Pasumalai, 9kms away from the existing campus, by Rev. G.T. Washburn, the Founder Principal of the College, was shifted to the present campus (Main Campus) in Goripalayam in 1906. The Main Campus is a 48 acre green campus in the heart of Madurai City. It's pioneering role in the development of college autonomy in India, successful early implementation of Choice Based Credit System and completion of 140 years of service bear testimony.

UGC recognised the college under section 2(f) and 12(B) in 1957. Since 1965, the college was affiliated to Madurai Kamaraj University. It is one of the first set of seven colleges made autonomous in 1977-1978. The College established, UGC sponsored Community College, offering skill-based courses from 2014-15. The Satellite Campus, an additional campus of 54 acres, is located 15kms away on Madurai – Natham Highway in Chatrapatti, to cater the academic needs of rural students. In satellite campus, undergraduate self-financed programmes were started from 2015-16 and MBA in 2016-17.

The college was accredited by NAAC in 2000 with 5 star status and re-accredited in the second cycle with Grade "A" CGPA – 3.46 out of 4 in 2016. Currently, the college offers 27 UG, 17 PG and 10 M.Phil Programmes. There are eight research centres offering Ph.D Programmes, two autonomous centres of Department of Applied Sciences (DAS) and Study Centre for Indian Literature in English and Translation (SCILET) acclaimed internationally. The Courses are offered both in Aided and Self-Financed Streams. The college played crucial role in making NCC as life skill course at national level.

Presently, the College has 10343 students and 354 qualified faculty members. The College, identified as Mentor Institution by UGC is consistently ranked within the top 10% of Arts and Science Colleges in NIRF ranking. The NSS unit has been awarded the coveted President of India medal in 2016-17. The College fosters global competencies by collaborative ventures with Foreign Universities and institutions in USA, Germany, Malaysia, Canada, Malaysia, New Zealand and Singapore.

Vision

To be a Christian higher educational institution of global standards and reputation

Mission

- To train students for being responsible global citizens
- To impart knowledge in every discipline
- To develop in students individual competencies to meaningfully relate with the emerging global space
- To develop a vibrant campus sub-culture of pluralism, Christian inclusiveness, and aesthetic self-expression
- To inculcate in students the highest ideals of service to the poor and the marginalized

The Object of the College is to “offer a liberal Christian higher education, to train them in the service of God and people.” The alignment between the curriculum and vision, mission, and object of the College is crystallized in its **Quality Policy Statement**: To impart knowledge of global standards with inclusive Christian values for socio-economic uplift. In other words, the Curriculum aims at producing globally competitive youths who are intellectually empowered spiritually inspired, morally edified, and socioeconomically uplifted.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- A robust administrative structure with the distribution of academic and administrative responsibilities
- Strong faculty participative management
- Satellite campus caters to the academic desires of rural students
- Introduction of OBE
- Mentor Institution under “PARAMARSH” programme by UGC
- ICT enabled classrooms facilitating students to reach global standards.
- Multiple mode of content-transfer with learner centric pedagogy
- Free tuition, Boarding and Lodging to Sports Students
- All-inclusive e-governance
- Periodical Curriculum development and Revision
- Alumni contribution in curriculum revision and student scholarships
- Strong tie between the college and all its stakeholders
- Well-equipped indoor stadium and gymnasium.
- 200Mbps high speed leased line Wi-Fi in all classrooms
- G-suite LMS, for developing e-content to conduct online courses
- Ramps in all buildings for differently-abled
- Gender friendly academic environment
- Student Induction Programme
- Faculty Orientation Programme
- Study Abroad programme
- Regular senatus, faculty and departmental staff meetings for efficient functioning
- Openness to innovation in academic policies of higher education
- Qualified, experienced and dedicated faculty
- MoU with premier foreign institutions.
- Equal importance to Women in administrative setup.
- Separate hostel facilities for men and women on both main and satellite campuses
- Extension activities benefitting community at large.
- International research opportunity with global institutions
- Progressive and highly conducive environment for quality research
- Excellent research culture enhancing research publications
- Central Instrumentation Centre with an advanced laboratory infrastructure
- STUDY CENTRE FOR INDIAN LITERATURE IN ENGLISH AND TRANSLATION (SCILET) with more than 10,000 volumes of literature
- DPM Library and SCILET facilitate research on par with global standards
- Unique system of testing with central valuation, double valuation and third valuation if warranted.
- Daniel Poor Memorial Library upgraded with the latest technology like RFID, IRINS, URKUND, INFLIBNET – NLIST and KOHA

- Playfields for sports and games
- Lunch Assistance Programme and 'Earn While Learn' scheme promoting self-esteem of students from deprived sections of society.
- Quality initiatives organized by IQAC

Institutional Weakness

- Underutilization of resources to promote consultancy
- Students from rural areas with no access to latest technology
- Tracking student progression
- Difficulty in acquiring ISO certification from recognized agencies

Institutional Opportunity

- Improvement of digital literacy amongst students.
- Experiment novel- teaching learning experiences.
- To create industry tie-ups in each department
- To expand more transnational exchanges for faculty and students
- Innovations in ecosystem for research
- Developing Incubation centres
- More MoUs with the Government and Non-Government Agencies
- Serve the needs of the rural community through satellite campus
- Research centres to foster post-doctoral research activities
- Establishing more number of alumni chapters globally

Institutional Challenge

- Providing Industrial training for faculty and students
- Dealing with Students of diverse socio-economic backgrounds
- Accommodating students' choice of courses in CBCS.
- Enabling the faculty to take up consultancy work apart from their own stipulated academic work
- Sensitizing the students from rural areas about gender based issues
- Preserving heritage buildings
- Collaborating with MNCs
- Motivating students into online learning
- High student-teacher ratio in the undergraduate classes
- Increasing the revenues of consultancy
- Publishing more patents
- Getting more research funds from funding agencies
- Maintenance of main and satellite campuses
- Mobilizing funds for conducting Faculty Development Programmes and Conferences.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curriculum Design and Development

Curriculum is designed to achieve Academic Excellence and Professional Competence imbued with the institution's mission and in tune with the guidelines offered by UGC. The process of designing and developing the curriculum is systematic, involving Board of Studies and Academic Council. The Academic Council comprising faculty, alumni, and industrial experts play a pivotal role in offering Undergraduate, Postgraduate, Pre-Doctoral and Doctoral programmes. In consonance with the learning needs of the students at the national and global levels, the institution has adopted Outcome-Based-Curriculum. Under OBE, Skill-based and career-based courses which enhance employability and entrepreneurship skills have been offered.

Academic Flexibility

The in-built flexibility of Choice Based Credit System helps students to study across the curriculum. The holistic development of students is made possible by the wide range of courses offered. A mandatory course on value-education develops the moral fabric of the students as well. The college has been a pioneer in offering Part-Five courses comprising NCC, SLP and NSS even before the Tamil Nadu Government could contemplate it.

Curriculum Enrichment

The mind-set to enrich and update the curriculum periodically has equipped the students with the required knowledge and skills to clear competitive exams such as GATE, CSIR-UGC/NET.

Feedback System

Feedback from the stakeholders prompts the process of curricular revision. There is fool-proof mechanism to obtain feedback from students, parents, employers and alumni. Besides, external academic audits are conducted twice every year and the performance of the departments is monitored by IQAC.

Teaching-learning and Evaluation

The college gives admission to local students, as well as students from other states. The college has seen a demand for all the courses, leading to a steady increase in the admission of students. At the same time, the college maintains student-teacher ratio to enhance learning efficiency. Students are admitted as per the reservation policy of the government. Most students are first generation learners from rural background. Orientation programme is organized to familiarise students with the academic ambience. Slow learners are facilitated through remedial class.

Advanced learners are motivated to achieve goals by internship, training, interaction with scientists, guided to face competitive exams and to pursue higher education. Students undergo peer learning, experiential learning, collaborative learning, interactive learning and hands-on experience. Apart from classroom teaching, college offers activities and programmes that complement teaching. And ICT is used to supplement teaching.

The college recruits qualified and experienced faculty, and encourages them to attend workshops and training. Faculty enhance their academic qualification through FDP & AIACHE Programmes. Evaluation is done by

CIA, EOS and supplementary examination. Examination system is automated from generation of admit cards to declaration of results. Grievances of students in the examination system are also addressed. PO, PSO and CO of all programmes are mapped. Students are engaged in giving feedback for improvement of learning experience and attainment of COs.

Research, Innovations and Extension

Research

Faculty and research scholars have published 548 research papers in Scopus, Web of Science and UGC care-listed National and International Journals. More than 276 publications both in conference proceedings with ISSN and chapters in books with ISBN have been published. The number of publications has increased from 52 in 2015 to 174 in 2019. The faculty contribution to the publication of book chapters has increased from 19 to 65. Faculty received eight National and International research and academic awards.

The college has collaborated with more than 250 industries, research institutes, NGOs and other governmental agencies. The College inculcates research culture by motivating faculty to carry out research work by offering incentives and awards. The Central Instrumentation Centre encourages multidisciplinary research. Daniel Poor Memorial Library and The Study Centre for Indian Literature in English and Translation (SCILET) play vital roles in accessing research work done globally.

Innovation

The college has created conducive atmosphere for projects, innovations and entrepreneurship on campus. The college has signed 60 MoUs with leading institutions at national and global levels.

Extension

Nine NSS units of the College have donated two class rooms worth of Rs.14.10 Lakhs for Government Higher Secondary School, in Vellayampatti and funded the construction of five rest-rooms for women in the adopted village, Kodangipatti, Madurai District. The college offers programmes through NCC-Army, NCC-Navy, NCC-Air Wing and SLP (Service Learning Programme) which contribute to nation-building. During this assessment period, 2319 outreach programmes were organized and eighty one awards have been received. The service rendered by the students during times of emergencies, including COVID-19 pandemic demonstrates their spirit of service and responsibility.

Infrastructure and Learning Resources

Physical Facilities

In the last five years, many new buildings like Saunders, James-Miller, Herrick, Amphitheatre, William Tracy Indoor stadium, Edward-Nolting multipurpose gymnasium, extension of ladies hostel were constructed on main campus and state-of-the-art three-storey academic block Eva M Swift Hall and Telfer Mook Hall on satellite campus. There are 136 classrooms/halls which facilitate regular curricular and cultural activities of the students. All classrooms are ICT enabled, of which 43 are smart-rooms with either LCD or Smart board, and 14 are conference halls. The Main Hall is equipped with a video wall. During the assessment period nine new, well

equipped laboratories have been established.

Library as a Learning Resource

Daniel Poor Memorial Library (DPM) established in 1915 with the collection of 1.60 Lakh books, has been upgraded with the latest technology like RFID, IRINS, URKUND, INFLIBNET – NLIST and 1405 rare books have also been digitized. Integrated Library Management Software (ILMS) Koha was implemented in 2020. All 42 department libraries are well equipped with updated resources.

IT Infra Structure

Entire campus is connected by Wireless Fidelity with a speed of 200 Mbps on main campus and 60 Mbps on Satellite campus. The institution has more than 1196 computers for the use of students only. G-suite LMS is operative with unique official mail-id for all students and faculty. PSALMS, the recording studio, is the Audio-Visual centre with high speed internet facility and equipment for live-streaming.

Maintenance of Campus Infrastructure

Campus is maintained 'green' with landscape gardening, botanical garden, vermicompost units, solar panels, rainwater harvesting and biogas units. Eco-friendly pavement for an additional area of 1,35,000 Sq. ft is laid with paver blocks. All buildings are differently abled friendly with ramp facility, battery operated vehicles and wheel chairs. Administrative blocks, DPM Library and Seminar halls are provided with Genset facility. Exclusive Parking lots for men and women, user-friendly signboards, and 24x7 security services with 157 surveillance cameras are unique features of our campus.

Student Support and Progression

All eligible students avail the financial support offered by the government which includes SC-ST, BC – MBC, Minority, Tamil Medium Scholarship and SC-ST Special scholarship for hostel students. Besides, the College awards scholarships to meritorious but economically poor students through the Lunch Assistance Programme (LAP), Sports Fellowship, 'Earn while Learn,' and Principal's Discretionary Fund (PDF). The college does yeoman service to the student community in terms of personality development. Mandatory life skill courses, employment-oriented courses and career guidance enhance the prospects of students in the job market. Students register their grievances online and also in the Suggestion Box. As per the UGC direction, the College has an Anti-Ragging Committee. It is remarkable that the College has not received even a single case of ragging either on campus or in the Residential Halls.

Student-participation

Students Service Committee plans cultural events among which Gender-specific cultural events and unique events for the differently-abled are given priority. There is felt presence of students in all Administrative, and Academic Committees of the college like Academic Council, Boards of Studies, Hostel Committees, and Associations of various departments, Clubs, and related extension activities.

Alumni Engagement

The Alumni Association of the American College was registered under the Societies Registration Act of XXI of

1860 on 01.04.1974 with the registration number 43. The alumni engage in providing employment, entrepreneurship training and also participate in decision-making processes. 'Plough Back Policy' of the alumni is evident through various academic fellowships instituted by them.

Governance, Leadership and Management

By providing good governance, able leadership and effective management, the Vision and Mission of the college are realized and exhibited. The objective of the college is reflected in the Quality Policy statement. The Ecclesia of the College is Governing Council of The American College, which has 14 members out of which FIVE are faculty members, highlighting faculty participating in the Administration. Principal is the Executive Head of the Institution and Secretary of the Governing Council and of the College. The college practices decentralization and participative management by involving Deans, Additional Deans, Head of the Departments, faculty, students and alumni at various levels of decision making. There are 30 statutory and non-statutory committees where staff and students are members, providing insights to various decision making processes. E-governance was introduced in all aspects of administration. During this COVID-19 pandemic period, the management has generously given FULL SALARY to its entire management staff. This is the cynosure of the welfare measures. Financial support is provided to 373 faculty members to attend conferences and workshops. The Institution has conducted 21 development programs, workshops, seminars, etc. for both teaching and non-teaching staff. 120 faculty members have undergone professional development program. The finance of the institution is audited annually both by internal and external agencies. Efforts taken towards mobilization of funds resulted in an amount of Rs. 295.41 lakhs during the assessment period. 210 quality initiative programs were organized by various departments under the banner of IQAC. IQAC has initiated various activities like the compilation of AQAR, NIRF, AAA and E-content development.

Institutional Values and Best Practices

The college promotes gender equality and so both men and women get opportunity to represent the administration as Bursar, Dean, Additional Deans as well as the members of various committees. The Office of the Dean of Women students contributes to the welfare of women. The centre for gender studies promotes gender sensitisation and inclusiveness.

Solar photovoltaic panels with an average capacity of producing 200KVA energy for 6-8 hrs are established. Biogas is used for laboratory purposes in Zoology department. LED Bulbs are installed to reduce the energy consumption. Green Audit, Energy Audit and Environment Audit are periodically conducted by expert teams.

The solid waste management is done through vermicomposting unit. Rain water percolation tanks and bunds help to maintain good water table. Totally there are 18 bore wells and college provides own treated RO water to all students.

The college is a plastic free campus. Green campus initiatives practised throughout to inculcate environmental responsibility among students.

The college facilitates the differently-abled in admissions and appointments. All buildings, including rest rooms, are differently-abled friendly with ramp facility, battery operated vehicles and wheel chairs. The Screen Reader Software and braille journals in library facilitate learning.

College has a set of well-defined codes of conduct, published in the college website and are printed in the college calendar, circulated to all students and staff.

Independence day, Republic day, Teachers day, Women's day are celebrated every year. National Voters Day, Science day, Sparrow day, Phi day, Darwin day, Ozone day, Earth day, Soil day, First-aid day are being observed at the respective departments.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	THE AMERICAN COLLEGE (AUTONOMOUS)
Address	THE AMERICAN COLLEGE ALAGAR KOIL ROAD TALLAKULAM MADURAI
City	Madurai
State	Tamil Nadu
Pin	625002
Website	www.americancollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	M Davamani Christober	0452-2530070	9894114455	0452-252071 1	principal@americancollege.edu.in
IQAC / CIQA coordinator	K Gnana Sekar	0452-2530967	9843234369	0452-252097 3	gnanasekar@americancollege.edu.in

Status of the Institution	
Institution Status	Private , Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Day Evening

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Status - American College.PDF
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	01-11-1881
Date of grant of 'Autonomy' to the College by UGC	27-07-1978

University to which the college is affiliated

State	University name	Document
Tamil Nadu	Madurai Kamraj University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	10-07-1957	View Document
12B of UGC	10-07-1957	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	30-04-2020	12	Extension of Approval for the current Academic Year

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	National Institutional Ranking Framework
Date of recognition	09-09-2021

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	THE AMERICAN COLLEGE ALAGAR KOIL ROAD TALLAKULAM MADURAI	Semi-urban	102	48265

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Tamil	36	Pass in Higher Secondary	Tamil	72	66
UG	BA,English	36	Pass in Higher Secondary	English	240	230
UG	BA,Hindi	36	Pass in Higher Secondary	Hindi	40	10
UG	BA,French	36	Pass in Higher Secondary	French	40	8
UG	BA,Religion Philosophy And Sociology	36	Pass in Higher Secondary	English	72	65
UG	BA,Economics	36	Pass in Higher Secondary	English	144	141
UG	BA,Economics	36	Pass in Higher Secondary	Tamil	72	71
UG	BCom,Commerce	36	Pass in Higher Secondary	English	419	419
UG	BCom,Commerce	36	Pass in Higher Secondary	English	91	91
UG	BCom,Commerce	36	Pass in Higher Secondary	English	182	182
UG	BCom,Commerce	36	Pass in Higher Secondary	English	89	89
UG	BSc,Mathem	36	Pass in	English	144	117

	atics		Higher Secondary			
UG	BSc,Physics	36	Pass in Higher Secondary	English	144	117
UG	BSc,Chemist ry	36	Pass in Higher Secondary	English	115	101
UG	BSc,Botany	36	Pass in Higher Secondary	English	57	50
UG	BSc,Zoology	36	Pass in Higher Secondary	English	57	56
UG	BSc,Bioche mistry	36	Pass in Higher Secondary	English	59	59
UG	BSc,Microbi ology	36	Pass in Higher Secondary	English	75	75
UG	BSc,Psychol ogy	36	Pass in Higher Secondary	English	72	68
UG	BSc,Visual Communicat ion	36	Pass in Higher Secondary	English	57	57
UG	BSc,Food Science And Nutrition	36	Pass in Higher Secondary	English	57	56
UG	BSc,Physical Education	36	Pass in Higher Secondary	English	60	60
UG	BSc,Comput er Science	36	Pass in Higher Secondary	English	288	247
UG	BSc,Informa tion Technology	36	Pass in Higher Secondary	English	73	73
UG	BVoc,Data	36	Pass in	English	66	66

	Science		Higher Secondary			
UG	BSc,Data Science	36	Pass in Higher Secondary	English	40	22
UG	BCA,Computer Application	36	Pass in Higher Secondary	English	230	230
UG	BBA,Business Administration	36	Pass in Higher Secondary	English	220	220
UG	BMS,Management Studies	36	Pass in Higher Secondary	English	48	9
UG	BVoc,Aquaculture	36	Pass in Higher Secondary	English	50	15
UG	BVoc,Medical Lab Technology	36	Pass in Higher Secondary	English	50	48
UG	BVoc,Food Processing And Preservation	36	Pass in Higher Secondary	English	50	24
UG	BVoc,Media Technology	36	Pass in Higher Secondary	English	50	46
UG	BVoc,Horticulture	36	Pass in Higher Secondary	English	50	34
UG	BVoc,Health And Sanitation	36	Pass in Higher Secondary	English	60	54
UG	BVoc,Industrial Biotechnology	36	Pass in Higher Secondary	English	50	21
PG	MA,Tamil	24	ANY UG with Tamil	Tamil	36	22
PG	MA,English	24	ANY UG	English	102	102

			with English			
PG	MA,Econom ics	24	UG Economics	English	36	15
PG	MCom,Com merce	24	UG Commerce	English	48	48
PG	MSc,Mathe matics	24	UG Mathematics	English	78	78
PG	MSc,Physics	24	UG Physics	English	60	55
PG	MSc,Chemis try	24	UG Chemistry	English	30	30
PG	MSc,Botany	24	UG Botany	English	30	16
PG	MSc,Zoolog y	24	UG Zoology	English	30	27
PG	MSc,Microbi ology	24	UG in any Life Science	English	47	47
PG	MSc,Psychol ogy	24	UG Psychology	English	36	22
PG	MSc,Visual Communicat ion	24	UG Visual C ommunicatio n	English	30	17
PG	MSc,Food Science And Nutrition	24	UG Food Science AND Clinical Nutrition and dietetics AND Home Science	English	36	35
PG	MSc,Data Science	24	UG Computer Science and Information Technology AND BCA	English	30	23
PG	MCA,Comp uter Application	24	UG Computer Science AND Mathematics	English	30	30

			AND Chemistry AND Bcom with Mathematics at HSC			
PG	MBA,Business Administration	24	Any UG with valid management aptitude	English	60	60
PG	MA,Social Work	24	Any UG	English	58	58
PG	MVoc,Aquaculture	24	Any UG	English	25	17
PG	MVoc,Medical Lab Technology	24	Any UG	English	25	25
PG	MVoc,Food Processing And Preservation	24	Any UG	English	25	18
PG	MVoc,Media Technology	24	Any UG	English	25	12
Doctoral (Ph.D)	PhD or DPhil,Tamil	36	PG in TAMIL	Tamil	16	16
Doctoral (Ph.D)	PhD or DPhil,English	36	PG in English	English	21	21
Doctoral (Ph.D)	PhD or DPhil,Economics	36	PG in Economics	English	5	5
Doctoral (Ph.D)	PhD or DPhil,Mathematics	36	PG in Mathematics	English	9	9
Doctoral (Ph.D)	PhD or DPhil,Physics	36	PG in Physics	English	13	13
Doctoral (Ph.D)	PhD or DPhil,Chemistry	36	PG in Chemistry	English	8	8
Doctoral	PhD or	36	PG in	English	4	4

(Ph.D)	DPhil,Botany		Botany			
Doctoral (Ph.D)	PhD or DPhil, Zoology	36	PG in Zoology	English	14	14
Pre Doctoral (M.Phil)	MPhil, Tamil	12	PG in TAMIL	Tamil	15	0
Pre Doctoral (M.Phil)	MPhil, English	12	PG in English	English	15	0
Pre Doctoral (M.Phil)	MPhil, Economics	12	PG in Economics	English	15	0
Pre Doctoral (M.Phil)	MPhil, Commerce	12	PG in Commerce	English	8	0
Pre Doctoral (M.Phil)	MPhil, Mathematics	12	PG in Mathematics	English	16	0
Pre Doctoral (M.Phil)	MPhil, Physics	12	PG in Physics	English	10	0
Pre Doctoral (M.Phil)	MPhil, Chemistry	12	PG in Chemistry	English	18	0
Pre Doctoral (M.Phil)	MPhil, Botany	12	PG in Botany	English	15	0
Pre Doctoral (M.Phil)	MPhil, Zoology	12	PG in Zoology	English	6	0
Pre Doctoral (M.Phil)	MPhil, Business Administration	12	PG in Management	English	15	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				27				88			
Recruited	0	0	0	0	21	6	0	27	54	34	0	88
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				8				231			
Recruited	0	0	0	0	7	1	0	8	92	139	0	231
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				60
Recruited	46	9	0	55
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				115
Recruited	91	24	0	115
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				19
Recruited	9	10	0	19
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	20	6	0	37	24	0	87
M.Phil.	0	0	0	1	0	0	13	10	0	24
PG	0	0	0	0	0	0	4	0	0	4

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	0	0	43	46	0	93
M.Phil.	0	0	0	3	1	0	29	59	0	92
PG	0	0	0	0	0	0	21	33	0	54

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	7	1	0	8

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2370	36	0	1	2407
	Female	884	5	0	1	890
	Others	0	0	0	0	0
PG	Male	345	1	0	1	347
	Female	404	6	0	0	410
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	42	0	0	0	42
	Female	46	2	0	0	48
	Others	0	0	0	0	0
Diploma	Male	166	0	0	0	166
	Female	139	0	0	0	139
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	211	162	149	201
	Female	86	63	65	34
	Others	0	0	0	0
ST	Male	6	5	3	3
	Female	1	1	1	1
	Others	0	0	0	0
OBC	Male	2214	1927	1619	1482
	Female	877	840	680	590
	Others	0	1	0	0
General	Male	80	68	84	66
	Female	23	17	20	21
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		3498	3084	2621	2398

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Aquaculture	View Document
Biochemistry	View Document
Botany	View Document
Business Administration	View Document
Chemistry	View Document
Commerce	View Document
Computer Application	View Document

Computer Science	View Document
Data Science	View Document
Economics	View Document
English	View Document
Food Processing And Preservation	View Document
Food Science And Nutrition	View Document
French	View Document
Health And Sanitation	View Document
Hindi	View Document
Horticulture	View Document
Industrial Biotechnology	View Document
Information Technology	View Document
Management Studies	View Document
Mathematics	View Document
Media Technology	View Document
Medical Lab Technology	View Document
Microbiology	View Document
Physical Education	View Document
Physics	View Document
Psychology	View Document
Religion Philosophy And Sociology	View Document
Social Work	View Document
Tamil	View Document
Visual Communication	View Document
Zoology	View Document

Extended Profile

1 Program

1.1

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
60	58	54	51	48
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of departments offering academic programmes

Response: 27

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
8695	7544	6768	6329	5602
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2698	2347	2308	2182	1749
File Description		Document		
Institutional data in prescribed format		View Document		

2.3

Number of students appeared in the examination conducted by the Institution, year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
8279	6713	5925	5097	4612
File Description		Document		
Institutional data in prescribed format		View Document		

2.4

Number of revaluation applications year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
61	180	70	137	189

3 Teachers**3.1**

Number of courses in all programs year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1390	1290	1128	1074	1029
File Description		Document		
Institutional data in prescribed format		View Document		

3.2

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
333	308	291	266	242
File Description		Document		
Institutional data in prescribed format		View Document		

3.3

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
333	308	291	266	242
File Description		Document		
Institutional data in prescribed format		View Document		

4 Institution**4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
24148	20256	17292	11922	8932
File Description		Document		
Institutional data in prescribed format		View Document		

4.2**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1254	1091	925	830	806
File Description		Document		
Institutional data in prescribed format		View Document		

4.3**Total number of classrooms and seminar halls****Response: 137****4.4****Total number of computers in the campus for academic purpose****Response: 1388**

4.5

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
1322.99	910.11	556.11	382.57	484.18

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - 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 is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

Response:

The curricular framework of all programmes has been designed to provide holistic education reflecting the institution's vision of academic excellence, spiritual vitality and social relevance. The curricula combine deftly academic knowledge, fundamental skills, personality development, and social and ethical values. The programme outcomes, programme specific outcomes and course outcomes have been framed in accordance with the local, national, regional and global needs. They are aimed at equipping the students with critical and imaginative thinking, effective oral and written communication skills and ability to use ICT (Information & Communications Technology) to meet the needs of a complex global society.

The courses focus on national integration, culture, heritage, gender, environmental and other social issues. They also inculcate scientific temper with orientation towards application of their knowledge. Thus provide professional edge to the students enhancing the scope for employability.

Value education course sensitizes the students to various social issues and encourages them to deliberate and suggest ways to tackle them. Environmental studies highlight the importance of environmental conservation and sustainable development, a need urgently felt at the local and global level as well.

Courses on skill based and personality development prepare the students for employment.

The postgraduate programmes are enriched with intense curriculum and rigorous training for advanced research.

International Needs

The Language courses impart communication skills in global languages such as English and French. Mandatory computer and soft skills training equip the students with employability acumen required at the international level

Courses on International Relations, National and International History, Culture, International Security, Human Rights, International Economy, Western Philosophy, Social Work, Banking and Financial Institutions, Nanoscience, Biotechnology, Bioinformatics, Microbiology, Environmental biology and Biodiversity are in great demand at the National and International level for both higher education and employability. Hence are offered to the students for at the undergraduate and postgraduate level.

Regional Needs

Courses on Economics, Economic History, Political Science and other allied disciplines address the regional needs.

National Needs

Courses on Indian Culture, Public Policy, National Indian Philosophy, Environmental studies, Environmental Chemistry, Heritage Tourism promote national integration and address issues which are of great importance at the national level.

Extension activities such as NCC, NSS promote national consciousness towards the societal need and prepare the students to become responsible citizens.

Local Needs

The college as part of the curriculum imparts the students the significance of service to the society at the

local level through its unique extension activity programme SLP (Service learning programme). The extension activity serves the local community through the various awareness camps and literacy programmes. Study of Tamil language is offered as an integral part of language education that promotes the Tamil tradition, culture and ethos. It is obligatory for employment in Tamilnadu State government Jobs.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 96.67

1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 60

1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 58

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years(Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 41.08

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

2019-20	2018-19	2017-18	2016-17	2015-16
563	496	485	439	438

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years. Response: 54.75	
1.2.1.1 How many new courses are introduced within the last five years Response: 761	
1.2.1.2 Number of courses offered by the institution across all programmes during the last five years. Response: 1390	
File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Link for Additional Information	View Document
1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year). Response: 100	
1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.	

Response: 60

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3 Curriculum Enrichment

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

Response:

Gender

Gender education is used as a tool for the promotion of national identities which enhances the privileges of females in the society. The awareness and the merits of gender equality in the society is strengthened and promoted in our educational program. Towards this end, the college has created a separate wing “Centre for Women Studies” to sensitize the students on the role and importance of women at home, at work place and in nation building. Many departments have introduced various courses on gender issues such as Gender economics, Gender in Indian History, Philosophy of Gender studies, Human Rights, Gender in Society and Women’s writing as part of curriculum.

Environment and Sustainability

Environment sustainability covers a wide range of issues starting from location specific to global. Human activities like industrialization, deforestation and over-exploitation of natural resources by the surging population have pushed the environment to the brink of collapse. To prevent further deterioration of the environment and restore its stability one requires concerted and multi- pronged effort by all stake holders in the society. As one of the stakeholders, the college on its part has introduced a mandatory course across all the department on environmental studies with the course code EVS 3200 to create awareness about the fragile environment, sustainable development and limits to growth.

Human values

It is an irony that Human Values which ought to be imbibed is to be taught in today’s society. Basic values like empathy, compassion, appreciation and respect and the universal human values such as truth, righteous conduct, peace, love and non- violence are directly associated to physical, intellectual, emotional and spiritual facets of human personality are embedded in almost every course and every program offered in the college. That today’s competitive world witnesses an increase in violent activities, behavioral disorders and lack of unity in the society make it imperative that conscious effort will have to be put in by teachers to dissuade such tendencies. It enables the students to understand the needs and visualize the goals correctly,

helps them to remove confusions, doubts and contradictions and thus motivates them for their good deeds. Recognizing its importance, the College has introduced value education and ethical studies – a compulsory course as early as in the year 1978 by the pioneering department Religion, Philosophy and Sociology exclusively for aided stream and Human Value Development Program for Self Finance stream.

Professional ethics

In the competitive world witnessing diverse changes in the educational system, a stress on professional ethics is the need of the hour. A teacher plays a vital role in nation building by creating good quality human resource, responsible citizens, socialized individuals and creative personalities. The knowledge of professional ethics helps to work with commitment, dedication, sincerity, honesty and with integrity ultimately building up a strong nation. It is in this regard that courses such as introduction to ethics, business ethics and corporate governance, environment and ethical issues and concepts of sustainable living have been incorporated with specific purpose in the curriculum.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

Response: 78

1.3.2.1 How many new value-added courses are added within the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
20	19	13	13	13

File Description	Document
List of value added courses (Data Template)	View Document
Brochure or any other document relating to value added courses	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

Response: 27.95

1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2774	2689	1652	1549	1305

File Description	Document
List of students enrolled	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

Response: 13.89

1.3.4.1 Number of students undertaking field projects / internships / student projects

Response: 1208

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.4 Feedback System

1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

Response: A. All 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 The feedback system of the Institution comprises of the following :

Response: A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
Any additional information	View Document
URL for stakeholder feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 97.95

2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3520	3114	2625	2408	2316

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3657	3193	2686	2417	2349

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 95.1

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1168	1000	874	819	786

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.2 Catering to Student Diversity

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

Response:

Indian Classroom Scenario

Indian classroom is typically a mixture of varied ability groups of students. The roots of this phenomenon can be traced back to their socio-cultural and techno-economic backgrounds. They basically differ from one another in terms of cognitive development and therefore their capacity to grasp domain knowledge and to critically evaluate are bound to differ. Their ability to articulate their understanding of the subject also differs. Curriculum transaction to such a mixed classroom is not possible since one-size-that-fits all approach does not work well to the satisfaction of all the students in the class.

Criteria for Categorization of Students

Their score in the qualifying examination cannot be taken into account to identify the different categories of students such as advanced learners or high achievers, average learners, or slow learners as they belong to different boards. Moreover, the qualifying examination tests their memory skills in a group of related subjects. On the other hand, they have to specialize in one discipline at the tertiary level. Hence, their participation in the classroom activities, or their performance in the first continuous internal assessments (CIA) can be used as criteria to identify and categorize students with a view to devising different strategies for curricular transaction and to providing scaffolding for meaningful learning experiences. Students are usually streamed into three categories on the basis of pedagogical convenience. They are

- Advanced learners or high achievers who are quite visible,
- Average learners who are often but not always dependent on teachers, and
- Slow learners who need extra help outside the classroom.

Identification of Learning Styles

The institution is very careful not to create in students any psychological division and labeling them as particular type of learners. However, it is aware of general scholastic abilities (intelligence) of students. Teachers and mentors make a close observation of students' learning styles:

- Some are field-dependent while others are field-independent;
- Some are divergent thinking while others are convergent thinking;
- Some are risk-taking while others are cautious;

- Some are reflective while others are impulsive;
- Some are outgoing (extroverted) while others are withdrawn (introverted);
- Some are active and energetic while others are lethargic and sluggish;
- Some have positive self-concept while others have negative self-concept.

Strategies for High Achievers/High Ability Students

- Project Work in the place of class quizzes
- Extended Library Use
- Engagement in Peer Teaching
- Tutoring slow learners
- Academic recognition such as membership in Boards of Studies, Annual Feedback Sessions
- More challenging questions in the Examination Question Paper through Choices set at K5 and K6 levels.
- Writing Assignments on more Challenging Topics

Strategies for Slow Learners

- Compensatory teaching
- Remedial teaching
- Developing self-learning materials (SLM)
- Frequently varying instructional techniques in the classroom itself
- Providing peer tutoring by high ability classmates
- Encouraging them to articulate orally in the class & providing more chances for classroom participation
- Teaching learning skills such as note-taking, outlining, and active listening
- Mentoring by faculty mentors
- Encouraging them to spend more time on reading in libraries outside the class hours
- Additional learning opportunities through online sources like Youtube, Whatsapp, etc

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 26:1

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Learning at The American College has always been a unique and a student centric experience that has been well augmented by the autonomous system of education institutions of higher education in the country. As the college practises democracy and equality to the core, the students play a role more than that of a student. They enjoy the learning experience with activities such as debates, group discussions, outdoor sessions, student-seminars, role plays. Thus, the classes have ample student talk-time and not just merely composed of monotonous teacher talk-time. Class room interactions of the students include but not restricted to group discussions, seminars, debates, outdoor sessions and role plays.

Workshops, Seminars, Conferences, Invited lectures, Interactions with experts in respective fields, Meet the Authors programmes and other such activities are regularly arranged by the departments so as to enhance the questioning capacity, and the reasoning competence of students.

The science stream of courses offer students individual projects at postgraduate level and group projects at undergraduate level that include current research problems involving state of the art technologies and inputs & ideas from experts in the field. Findings from many such research projects are translated into scientific publications in peer-reviewed indexed scientific journals.

Field visits, Industrial visits, study tours, internships, and case studies are the most common and often happening experiences in the student's collegiate life at The American College. The Academic calendar is housed exclusively with a slot of Field Trip Holidays spanning for a period of four days mentioned for the purpose of carrying out visits to industries and relevant fields. Industrial visits enhance the students' views and ideas about the future work environment and requirements of the industries. This enables the students to design their own strategic plans for moulding themselves by utilizing the resources of the college as a complete package of employable candidates. Similarly visits to other higher educational and research institutes help the students to understand the status of current research and future trends in research and development. Field visits, apart from rejuvenating the students, impart knowledge and understanding on real life issues such as environmental impacts, socio-economical demands and other such issues.

The American College has a unique structure in its curriculum in which all the undergraduate students have Service Learning as part of their learning process. All the activities of these programmes are field /activity based modules that expose the students to the world and help them to understand the world in a better way.

Besides, all the departments of the college have their own Student Associations, which are totally run by the students themselves, with the help of one faculty member of the department acting as President. This practice helps students to develop leadership quality, tolerance & co-operation among themselves and in the society. Each association of different departments of the college carry out various subject-related activities specific to their departments. A few of the activities include invited lectures, consulting the experts, workshops, brain storms, quizzes and inter-collegiate competitions.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

In the age of telecommunication and multimedia, teaching and learning occur more and more in technology enhanced environments. The American College has adequate infrastructure for teaching, research and support activities. Every department has one or two classrooms equipped with LCD projectors for effective teaching with LMS and e-learning resources. College auditoriums and seminar halls are equipped with AC, LCD projector and smart board for conducting workshops, seminars for the students and faculty members.

Every department has a smart podium enabled with mic, speaker, LED light for conducting high end video conferences and to host virtual speakers from various fields and different geographical locations.

Smart boards in the classrooms allow teachers to e-teach and help each department in their own way for executing programs / playing illustrative videos, and working principles of instruments etc., Purposeful use of media and technology to support teaching and learning proves to be very effective to both teachers and students. Teachers provide digital reading material, e-lectures using e-contents during class hours. Many teachers have e-contents for their subjects in various platforms like videos, power point slides and videos launched in YouTube channel. Such technology-enabled teaching helps students in interactive problem solving where students can leave their seats and join hands on. Students are submitting their assignments through email and also in Google classroom. Quiz and tests are conducted using testmoz and Google forms.

Every science department has a laboratory to enhance and implement the concepts learnt. The computer lab is used by the School of Computer Science and it is also open to other students and faculty for research and academic activities. Mathematics and Physics department houses a computer lab exclusively for their students. A special computer lab is facilitated for the differently-abled students.

Visual communication department has four studios for video conferencing and editing and an audio recording room and an editing studio.

An electronic library inflib.net provides wide access to references for teachers and students. Teachers have enrolled themselves in online courses in SWAYAM portal. The college is a local chapter in nptel and therefore regular updates on courses offered by nptel are announced to teachers and students and they are encouraged to attend the courses.

File Description	Document
Any additional information	View Document
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	View Document
Link for Additional Information	View Document

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

Response: 26:1

2.3.3.1 Number of mentors

Response: 333

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	View Document
Circulars pertaining to assigning mentors to mentees	View Document
Any additional information	View Document

2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

Response:

Teaching and Research are two important academic activities of our college, right from the days of American missionaries who inculcated these values. The college is fast enough to adapt to new inception in the field of teaching and learning. Choice Based Credit System was implemented in the early stages of its inception, and our faculty have been teaching to meet the expectations of the students' choice. Most of our alumni remember their teachers for the teaching they received during their college days. The policy statement of our college is to teach and impart knowledge of global standards with inclusive Christian values for socio-economic uplift. To meet these higher standards in teaching, officers of the college and offices of academic administrators work in tandem at various levels throughout the academic calendar year. And it begins with a well-planned college calendar that provides the blue print for the teaching-learning programme for the entire academic year, prepared meticulously by the college under the supervision of Principal and Secretary, and executed successfully by the teaching fraternity.

Department functions, cultural activities and other programmes are held either on non-working days, or after class hours, to keep the class hours free from any kind of interference. Timetable committee, headed by the Head of respective departments, allots courses for their faculty members well ahead in the beginning of a semester, and sends individual timetable to the faculty members, after being approved and signed by the Head of the Department. Each department sends a copy of its timetable to the administrative office in

order to map individual timetable in the college website. Each faculty will have his/her timetable online, and attendances of the students are also marked in the college website for every hour of teaching. The soft and hard copies of the college calendar are given to the faculty to mark their teaching plan on them in the beginning of a new academic year. At the end of an academic year, the completed teaching plan marked in excel sheet format is emailed to the exclusive institutional email id created every year for the purpose of receiving the Teaching Plan.

When teachers are on leave, the learning process of the students does not suffer. Faculty assign work to the students related to their teaching plan. The students go to library or get connected to online lessons through college Wi-Fi and complete their work. The entire campus is Wi-Fi enabled, in order to make the students reach out to online resources, and each department is equipped with overhead projectors and smart classrooms. The college also has very good infrastructure to learn inside the library, as well as outside the library. Inside the library there are sufficient tables for students to read, and they can also use the computers provided for them to fetch online materials.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	View Document
Link for Additional Information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 39.5

2.4.2.1 Number of full time teachers with *Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
162	130	103	95	86

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 8.34

2.4.3.1 Total experience of full-time teachers

Response: 2777

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Response: 14.6

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
14	16	13	15	15

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 2.28

2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
61	180	70	137	189

File Description	Document
Number of complaints and total number of students appeared year wise	View Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Examination Reforms

The American college was one of the pioneers of college autonomy. It attained the autonomous status in 1978. The institutional innovations proposed then, laid the foundation for the successful practice of autonomy for about four decades. Though there were many course corrections done in the past, there was no radical reform undertaken for the revamping of the examination system. First of all, in response to feedbacks from Stakeholders, in order to meet the challenges of changing educational environment and to train our students to excel in different assessing methodologies of employers. Secondly, the past two decades have also seen much professionalization and standardization of evaluation methods in terms of relevance, efficacy, transparency and accountability. Thirdly, in order to make the Continuous Learning Process much more effective and fruitful to the students and to infuse trust in the minds of students on the role of External examiners. The policy guidelines of UGC and the evaluation criteria proposed by

accrediting agencies like NAAC, hold particular relevance in this context. Finally, and above all, a trailblazer of autonomy, the American College has the compulsion of constantly making innovations in the curriculum and evaluation in order to imbue academic skills and creatively challenge the student community. Hence the reform.

Examination Procedure

The College calendar contains rules and regulations governing examinations by which the faculty and students are furnished with the evaluation pattern and evaluation procedure. The mode of assessment of the performance of students in the Under Graduate, Post Graduate and MPhil Programmes shall be both on the basis of Continuous Internal Assessment (CIA) and End-of-Semester Examination (EOS) with equal weightage of 50% each.

In case of CIA, two centralised tests and quizzes will be conducted at specified timings. Third test-cum-quiz will be given by registration to those who are absent in the first or second tests or both, and those who would like to improve their scores.

To appear End-of-Semester Examination, the required minimum in CIA is, 35% for Under Graduate courses and 45% for Post Graduate & M.Phil Courses. There shall be common question papers for courses offered in Aided and Self Financing streams wherever the same syllabus is followed. For all courses except Part IV and Part V courses of Under Graduates, two sets of question papers & scheme of valuation shall be set, and of which one shall be collectively set by the course teacher(s) and the other shall be set by External examiner independent of the course teacher(s). For Part IV and Part V courses of Under Graduates, a set of two parallel question papers along with scheme of valuation shall be collectively set by the course teacher(s).

Evaluation Process

The COE shall arrange for the valuation of the scripts in a central location of the college. The answer scripts of all courses except Part IV and Part V courses of Under Graduates shall be valued independently twice, once by the course teacher(s) and again by the external examiner but separately. As soon as the consolidation is over the final marks are uploaded on to the college web page and displayed in the department notice board along with the scheme of valuation after it has been placed in Senatus and then in Awards Committee.

Revaluation is granted to all those who apply. Mark statement will be issued to the students at the end of each semester examination. At the end of the course, a consolidated mark statement will be issued to all the students.

The practice of conducting June repeat examination shall be continued where 'June Repeat' is a special opportunity made available to students to clear the arrears of failed course(s) if any. There is no maximum number of courses allowed to be cleared in June repeat examination. However, the June Repeat is meant only for the current students.

The college ensures transparency in the evaluation process. In the event, the student is not satisfied with a CIA or an EOS examination, the student has the right to appeal.

1. In case of dissatisfaction with the Continuous Internal Assessment, a student can first seek

clarification either orally or in writing, from the course teacher. If he/she is not still satisfied, he/she can appeal to the Head of the Department in writing. If he/she is not still satisfied, he can ask for a Review Committee by writing to the Dean for Policies and Administration. The decision of the Review Committee shall be final.

2. In case of dissatisfaction with an End-of-Semester Examination (final), a student can ask the COE, in writing, for a revaluation on payment of a fee of Rs.450/- per paper. The COE, in consultation with the Head of the Department, will constitute a panel of two or three examiners of whom at least one will be an external member for evaluation. The decision of the panel shall be final. If revaluation shows a serious anomaly by extreme differences in the award of marks, it shall be referred to the Evaluation Monitoring Cell for final decision. It is mandatory that COE separately furnishes a comparative statement of marks on all cases of revaluation for scrutiny.

IT integration

IT integration is made on the Examination Procedures which ensures transparency and effective management of examination system.

A student will be permitted to take an End-of-Semester (final) Examination in any course if he/she has the required attendance. The attendance is entered online which makes the students to check and maintain their attendance properly.

Examination process have been made online including enrolment, fee-payment, issuance of hall-tickets. Computerised valuation is being made by the introduction of MCQs in Section A which are done in OMR sheet. The Exam Schedule for both CIA and EOS is published online by the office of the Controller of Examinations.

The Course Teachers shall value the answer scripts after the conduct of each test / assignment / quiz under the CIA within a week and return the scripts / papers to the students after making online entries.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

The programmes offered by The American College are intended to work with well-defined and specified objectives namely program Outcomes (POs), program Specific Outcomes (PSOs), and course outcomes.

The majoring subjects in our college are categorized as follows: Bachelor of Vocation, Biological sciences, Computer Science, Fine arts, Humanities and Social Sciences, language and literature, life skill, management studies, Physical sciences. Undergraduate subjects are six semester pattern and postgraduate subjects are four semester pattern. The Master of Management course is the six semester course so far. M.Phil is a two semester programme. B.Voc. is a three year degree program. B. Voc. course offers multiple exit points. Students can leave at the end of first year with a Diploma, at the end of second year with an Advanced Diploma, and at the end of three years with a Degree. Students after standard 12th are eligible to apply for this course. In all programmes each semester course is prepared with course outcome.

Course Outcomes (COs) - The COs for each course of UG/PG/Research Programmes are duly drafted in the BOS meeting. They are given approval by the academic council, and ratified by the Governing body. They are clearly stated in the syllabus of each course. The course outcomes broadly demonstrate and improve the academic competency, social relevance, skill sets for sustainable growth, employability skills, and value-based education provided by The American College. The COs play the significant role by connecting the socio-economic, environmental, and human resource development of the Society. In order to increase the proficiency, The COs are developed for the students in Language, Arts, Science and Management studies. The COs are formulated to facilitate the employability of students in Science, Finance, and Commerce sectors. In a nutshell, COs expect the students

1. To internalize and value life and living.
2. To explore their role in shaping and positioning themselves in the world of the 21st century.

The formulated COs are communicated to the students by the Principal and HODs through a week-long orientation to the students along with subject-wise bridge course which includes glossary and job opportunities for each program. The COs are informed to the students at the beginning of each semester by the corresponding course teachers. Apart from verbal communication, COs are detailed in the syllabus and displayed on the college website and the syllabus accessible to all the students.

The faculty are trained to resonate modern concepts and ever-growing applications which help them to modify the COs of their discipline.

Strategies adopted to ensure attainment of COs are

1. Preparation and submission of Semester Plans and test question papers which ensure timely completion of portions and formative evaluation.
2. Preparation of lesson plans along with participative instructional strategies
3. Linking the development of skills and abilities
4. Careful selection of components of CIA such as seminar, project-based assignments, quiz, and library work for multiple skill development.
5. To ensure their validity and reliability in the summative evaluation, Question Paper Blue print for each course is prepared and made mandatory.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

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

Response:

Method of Measuring Attainment of COs

CO attainment is measured in terms of actual percentage of students getting set (target) percentage of marks. If targets are achieved, then all the course outcomes are attained for that year. If targets are not achieved, the Programme puts in place an action plan to attain the target in subsequent years.

The attainment levels are set considering average performance levels in all examinations throughout the semester or the full academic year.

Assessment Tools used:

Home Assignment-Each and every student is assigned with course related tasks in the course of every semester twice and assessment is done based on their performance.

Internal Test-This type of performance-assessment is carried out during the examination sessions which are held twice a semester. Each test is focused on attaining the course outcomes.

Semester-End-Examination- It is a metric for assessing whether the entire COs are attained or not. Examination is more focused on attainment of course outcomes and program outcomes using a descriptive exam.

Project Evaluation- Project review seminars are conducted twice in a semester and are evaluated by internal and external evaluators.

Laboratory Assessment- Each experiment is assessed by the course faculty on different parameters like performance of experiment and viva voice.

Student portfolios- Department has a student forum. Various portfolios are assigned to the students like representative, secretary.

DIRECT METHOD:

A. Continuous Internal Assessment

1. Internal assessment

- Test1+Test2+Quiz1+Quiz2+Assignment 1+Assignment 2

B. Semester Examination Performance Analysis**INDIRECT METHOD:**

1. **Evaluating Teaching plan:** The faculty work with a teaching plan to facilitate the attainment of CO for each course.

2. **BOS:** Employers' feedback on students' performance in the interviews and the availability jobs are discussed in BOS meetings

The attainment of COs is ensured through the following 6 levels of learning proposed by Bloom.

Remember: The students are assessed at the level of remembrance by randomly selecting the student and asking to recall the lessons taught.

Understand: The students undergo CIA tests and semester Exams to recollect and reproduce what they understood about the lessons taught in every course.

Apply: Science labs, Computer labs, field exposures help in the application of their learning.

Analyze: Quiz and Assignments check whether they can analyse what they have learnt.

Evaluate: Lab and field visits are offered to evaluate their learning process

Create: Students are assigned with projects and seminars.

Method of Measuring Attainment of POs , PSOs and COs.

The process for assessing POs , PSOs and COs are given.

Every department break up each outcome into elements. A set of attributes are defined for each element. For each outcome, performance indicators and their targets are defined. Mentor collects the qualitative and quantitative data used for outcome assessment in a continuous process. The College committee analyses the collected data. If the assessed data meets the performance targets which are specified, the outcome is attained. Otherwise, The Department recommends steps to improve the attainment level of COs and POs like content delivery methods, extra classes, improvement tests as needed

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Pass Percentage of students(Data for the latest completed academic year)**Response:** 82.95**2.6.3.1 Total number of final year students who passed the examination conducted by Institution.****Response:** 1970**2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.****Response:** 2375

File Description	Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	View Document
Any additional information	View Document
Link for the annual report	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:**

File Description	Document
Upload database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

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

Response:

RESEARCH POLICY OF THE COLLEGE

Being a college with a difference since its inception in 1881, the American College, Madurai has been an academia *par excellence* in serving the cause of Higher Education imbued with a holistic perspective in imparting the state-of-the-art knowledge and skills with high seriousness and robustness relevant to contemporary times. Pedagogy of the Twenty First Century – updated and innovative- with a right blend of cutting-edge research has been the hallmark of the college. Fair subscription to original ideas, and framing curriculum adopting novel strategies, improvisations in Teaching- Learning process and evaluation patterns for an effective pedagogy and knowledge-generation/transmission through village outreach programmes, extension projects and competency- building workshops through the munificent grants offered by the Research and Development Committee of the college have always accelerated the growth of the institution.

In tune with the recommendations of the Kothari commission on National Policy on Education (1968), the college had championed the cause of Higher Education with three cardinal principles of **Excellence, Relevance and Employability**. Catering to the needs of the students through enhanced teacher-responsibility coupled with teaching-learning strategies in the stated domains, the college has always addressed the needs and priorities of its stakeholders through consultations and perfect professional expertise at various levels. The spirit of inquiry and conscientious subscription to fair functioning have led to the active research slant in all these approaches. The erstwhile office of the **Academic Dean** and an exclusive office of **Dean for Curriculum Development and Research** later, with the advice of the Research and Development committee, have been engaged in monitoring and encouraging the progress of research of the faculty and students.

In this post-second cycle of NAAC, research policies were revamped and newer references were created to strengthen the domain-centered approach. This in turn, has enhanced infrastructure and research equipment of the departments many fold. The college has made a paradigm shift in creating common instrumentation facilities that offer channels for pursuing innovations and improvisations so as to create a fresh ambience and eco systems for multi-disciplinary and cross-major learning and research. Today, as an integral part of the curriculum, the college promotes independent and group investigations and dissertation studies among undergraduate and postgraduate students. It also encourages its faculty to handle projects that would act as catalysts for developing grant proposals to attract funding agencies in India and abroad.

Positioned on firm foundation and backed by a century-old experience, the research policy of the college articulates that quality research, which engenders a sound knowledge-based society, is the hallmark of learning in the portal of Higher Education in India. Through effective and innovative measures, the research facility available in the college will direct, augment and invigorate a spirit of enquiry, scientific temperament, research aptitude, capacity-building, and character-formation in grooming researchers. These ideals are well envisioned and nurtured by the object of the institution.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
Any additional information	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

Response: 3.78

3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2019-20	2018-19	2017-18	2016-17	2015-16
7.69	6.85	2.39	1.73	0.22

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document

3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

Response: 0.69

3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	5	3	1

File Description	Document
List of teachers and their international fellowship details	View Document
e-copies of the award letters of the teachers	View Document

3.2 Resource Mobilization for Research

3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 264.38

3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
19.57	28.4	153.05	19.6	43.76

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by government and non-government	View Document

3.2.2 Percentage of teachers having research projects during the last five years

Response: 3.96

3.2.2.1 Number of teachers having research projects during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	21	8	6

File Description	Document
Names of teachers having research projects	View Document
Any additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 13.81

3.2.3.1 Number of teachers recognized as research guides

Response: 46

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	View Document

3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

Response: 25.99

3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
5	7	10	5	4

3.2.4.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
27	26	24	21	21

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.

Response:

INNOVATION AND INCUBATION POLICY

PREAMBLE: The American college, fostered by its long legacy, and strongly aided by the much needed knowledge-base, necessary infrastructural support and intellectual capital is poised to spell out its innovation and incubation policy

MISSION:

- motivate the students and faculty to think aloud.
- encourage them to think globally and act locally
- create a conducive environment for the application of scientific thought into action in real time world

ACTIVITIES:

- Popularize science by taking science to the villages ‘**Science Jatha**’
- Conduct science exhibitions at a grand level to the school students with opportunity to the viewers for hands-on experience
- Innovation and incubation of evolved procedures as a strategy for large scale adoption through well-defined projects in terms of socially and environmentally relevant themes and thrust areas.

In a nut shell, our innovation and incubation policy is to **create** a conducive ecosystem for techno-development and technology-transfer through the Central instrumentation facility of the college. **Nurture** a knowledge capital with tools, techniques and a team of committed youth to reflect upon the tradition and native wisdom of India. **Envisage** the growth and sustenance of a scientifically empowered India by subjecting ideas to scrutiny in a fair value-central, accurate and precise evaluation of scientific innovations, leading in forward spiral to a well incubated and nurtured, good and services test.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

Response: 536**3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
407	49	43	22	15

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.4 Research Publications and Awards

3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee

Response: A. All of the above

File Description	Document
Any additional information	View Document
Link for additional information	View Document

3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years

Response: 4.37

3.4.2.1 How many Ph.Ds are registered within last 5 years

Response: 83

3.4.2.2 Number of teachers recognized as guides during the last five years

Response: 19

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years**Response:** 1.88**3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
167	117	153	51	52

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years**Response:** 0.97**3.4.4.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
65	90	70	34	21

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed**Response:**

File Description	Document
Bibliometrics of the publications during the last five years	View Document

3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response:

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View Document

3.5 Consultancy

3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

Response: 15.43

3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).

2019-20	2018-19	2017-18	2016-17	2015-16
15.16	0.20	0.07	0	0

File Description	Document
List of consultants and revenue generated by them	View Document
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View Document
Any additional information	View Document

3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

Response: 9.41

3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
7.99	1.42	0	0	0

File Description	Document
List of training programmes, teachers and staff trained for undertaking consultancy	View Document
List of facilities and staff available for undertaking consultancy	View Document
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View Document
Any additional information	View Document

3.6 Extension Activities

3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

Response:

The college, being an institution with time-honored tradition, addresses the needs of its stakeholders and the dependent neighborhood communities to connect with the real time world. The college promotes various extra-curricular activities through organized service units, which helps students to get trained in leadership skills and imbibe social responsibility. It is mandatory for the first and second year undergraduate students to register for Part V programme (Extension) in the curriculum.

NSS units of the College have developed a well-knit network with the neighborhood community. NSS unit, along with Social Work department, took special care in recent flood relief and rehabilitation works for the traumatized population and distributed relief materials in coastal regions of Tamil Nadu. It is in recognition of the services, the NSS unit has been awarded the coveted President of India medal in 2016-17 received by our revered Principal and NSS Coordinator.

The college consists of two wings **NCC–Army** and **NCC–Navy**. The institution motivates cadets to participate in republic day parades and camps, which in turn is in the habit of winning national and regional accolades every year. It is in recognition of the precepts and practices of training and the work-plan of the **NCC** syllabi of our college have been accepted and adopted as template in the year 2016 for the whole of India.

Service Learning Programme (SLP) of The American College, is a special program supported by *The United Board for Christian Higher Education in Asia (UBCHEA)*, USA aimed at educating the hearts and

minds of students and to inculcate civic responsibility. Service Learning Program has five sub-projects namely Solid Waste Management, Vaigai Ecology, Village Ecology- Action on Health, School Extension Programme and Child Support Work in Orphanages. It aids students with real-time application of knowledge in life contexts and provides new cues and inputs for planning for a challenging career.

The college facilitates many different initiatives under the banner of **Departmental Association, Green Club, Women's Forum, Soroptimist International Youth Club and Rotaract club. Jivana Jyoti (Light for Life)** is a programme that has been designed and run for the welfare of the differently abled persons. The college has also organized **Science Exhibitions, Sky Watch** Programmes to the school / college students and public.

The Study Centre for Indian Literature in English and Translation (SCILET) provides service to the Study of English in India Culturally Contextual and Relevant. SCILET wields its influence in bring top notch and most sought writers, administrators, bureaucrats, researchers, policy makers and trainers to the college campus for an intellectual fiesta and direct fact to face interactions for the college community with guests of global repute.

The service rendered by the students and during emergencies and natural calamities, including the recent COVID-19 pandemic demonstrates the spirit of service and responsibility evinced by the college community. Turning the pages over the last five years, The American College, Madurai has every reason to take delight that it continues to strive for excellence and works with relevance in every sense.

File Description	Document
Upload Any additional information	View Document
Paste link for additional information	View Document

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 last five years

Response: 81

3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
23	14	8	17	19

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 2320

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

2019-20	2018-19	2017-18	2016-17	2015-16
610	584	602	250	274

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

Response: 88.65

3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
7520	7021	6590	5329	4602

File Description	Document
Reports of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.7 Collaboration

3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Response: 30.8

3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2019-20	2018-19	2017-18	2016-17	2015-16
62	54	9	7	22

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 60

3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	1	6	1	29

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The American College renders service in two campuses, Main campus spanning forty-eight acres at the heart of the city and a Satellite campus spanning fifty-four acres, at a rural setting Chattrapatti. Undergraduate, Post Graduate and M.Phil programs are functioning in these two campuses. In addition, the main campus also houses Research centers, Community college programs and three Autonomous bodies (Study Center for Indian Literature in English and Translation, Department of Applied Science, American College Central Instrumentation Center).

There are (fourteen, three) academic blocks respectively in these campuses. Each block is provided with space for administration (HOD, teaching and non-teaching), drinking water facility, fire extinguishers, wheelchair ramps and notice boards.

There are one-hundred-and-thirty-seven (one-hundred-and-eleven, twenty-six) Wi-fi connected class rooms, of which sixty-four (fifty three, eleven) are smart rooms with either permanently mounted LCD and/or Smart boards. This includes thirty-three smart conference halls with seating capacity ranging from seventy-five to eight-hundred, and uninterrupted power supply. All class rooms are well-lit, properly ventilated with good acoustics, comfortable seating provision and black/green/white boards.

The department laboratories operate with facilities ranging from basic tools to advanced research equipments. The instrumentation center ACCIC housing sophisticated analytical techniques in physical and biological sciences, provides services to internal and external members. Two video centers (PSALMS, Amphitheatre) with basic and advanced equipments provide state-of-the-art facilities.

The main library, Daniel Poor Memorial Library is a store house for rare, historical and latest books of all streams of arts and science. In addition, there are individual department libraries which cater the needs of the departments in unison with the DPML. The SCILET which has received international attention promotes Indian literature in English and translation. A photocopying center serves the students' needs of printing and photocopying.

The IT wing in data center creates, operates and maintains all data transfer through networking. The two campuses are network-connected with Wi-Fi speed of 260 Mbps. Computing and browsing facilities is provided to students through computer labs net-cafe at DPML. The language lab with twenty-eight computers, serves to develop the communicative skill of the students. DAS functions with a computer center and serves the physically challenged students to gain computer knowledge.

Both campuses are provided with a canteen, ample number of surveillance cameras, 24x7 security services, a dispensary and separate rest rooms for boys, girls and faculty. Five college buses ply between the two campuses and facilitate students/faculty transit. A cooperative store which functions in the main campus enables the students to buy books and stationary items. For outstation students to pursue higher education separate hostels for men and women with comfortable board facility, uninterrupted water & power supply

and nutritious food are provided.

To nourish the spiritual needs of students, the Jubilee chapel stands tall in the main campus. In addition, personal counselling is provided to students by experts at the counselling center. Placement cell assists graduating students to get placed in industries and educational institutions.

File Description	Document
Upload Any additional information	View Document
Paste link for additional information	View Document

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

Response:

The American College has a fully equipped department that offers Undergraduate degree program in Physical Education and conducts regular classes under Part-V stream. There are seventeen college teams for different event and they have regular coaching from coaches drawn from District Associations. Every year the department successfully conducts Thiru N. Muthiah Ambalam memorial Volley Ball tournament and Bishop. Dr. A. Christopher Asir memorial Hockey tournament at the state level.

The facilities for sports activities are:

Outdoor facilities:

S. No.	Name of Ground	No. of court / field	Dimension	Year of establishment	
1	Track	One	400m	1939	
2	Foot Ball Field	One	120m x 80m	1939	
3	Hockey Field	One	91.4m x 55m	1939	
4	Volleyball court with flood-light	One	18m x 9m	1995	
5	Volleyball court	One	18m x 9m	1938	
6	Kabaddi (Men) court	One	13m x 10m	1940	
7	Kabaddi (women) court	One	11m x 8m	2016	
8	Kho-Kho Court	One	30m x 19m	1988	
9	Ball Badminton court	One	24m x 12m	1950	
10	Hand Ball court	One	40m x 20m	2010	

11	Tennis court with Flood-light	Three	24m x 8m	2018	
12	Cricket pitch	One	20.1m x 1.2m	1940	
13	Parallel Bar	One	2.6mx1.5mx1.3m	1950	
14	Pull-up Bar	One	14.6m x 2.3m	1947	

NAAC

Indoor facilities:

1. William Tracy Indoor Stadium – A 100” x 130” indoor unit established in 2019 funded by UGC and has the following facilities
2. Edward Nolting Hall – Multipurpose indoor unit established in 2019 funded by UGC with a seating capacity of 500 participants.
3. Gym – Physical fitness center established in 2006.

The college cultural club, departments and hostels organize many cultural activities of international, national and regional importance. The facilities for cultural activities are:

S. No	Name of Facility	Number	Dimension	Year of establishment	User rate
1	Volleyball Court	One	18m x 9m	2018	12
2	Basketball Court	One	28m x 15 m	1939	12
3	Badminton Court	Four	13.4m x 6.1m	1940	16
4	Chess	Five	45cm x 50cm	1950	10
5	Table Tennis	One	2.7m x 1.5m	2006	12

S.No.	Name	Type/ Dimension	Year of establishment	Seating capacity

1	Amphitheatre	Open-area	2016	700	
2	Binghamton Hall façade	Frontage	1929	200	
3	Saunders Hall façade	Frontage	2017	500	
4	James Hall façade	Frontage	1912	500	
5	Main Hall façade	Frontage	1909	500	
6	James Hall Quadrangle	Frontage	1912	100	
7	College Ground	Open-area	1938	3000	
8	Herrick Hall	19.5m x 9.5m	2016	100	
9	Main Hall	35.6m x 12.8m	1978	800	
10	Auditorium	28.9mx11.8m	1960	600	
11	Ground @ Satellite Campus	Open-area	2005	1000	
12	Eva Swift Hall façade	Frontage	2019	1000	
13	Telfer Mook Hall façade	Open-area	2019	1000	
14	Auditorium @Satellite campus	13.1m x 14.0m	2005	500	

File Description	Document
Upload any additional information	View Document
Geotagged pictures	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 137

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

4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

Response: 62.53**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
856.86	466	327.03	224.81	383.05

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

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

Name of the ILMS Software	CDS/ISIS (UNESCO)	KOHA
Nature of automation	Fully	Fully
Version	3.08	20.05
Year of automation	1997	2020

Daniel Poor Memorial Library is fully automated. Library has installed CDS/ISIS Software Version 3.08 during 1997 developed by UNESCO. This software provides services of cataloguing OPAC, Integrated Library Management Software. We move KOHA open source software for more user friendly and RFID integration. This software provides services of cataloguing OPAC, Multiuser, Multilingual, and Multitasking Integrated Library Management Software.

The library also facilitates an OPAC. This provision enables a user to view the location where a particular book is available. The software also enables its users to check the all the current status. This software provides following major features;

- 1.Client – server based architecture, user-friendly interface that does not require extensive training
OPAC (Online Public Access Catalogue)
- 2.Cataloguing of Documents
- 3.Circulation details
- 4.Issue/Returns report

5.Membership details

6.Accession Report Department/Subject wise

High speed internet connectivity is available in the library along with RFID Integrated security gate, Automatic Issue/Return Kiosk Machine Intelligent Shelf for return of books and e-gate register.

Koha

- Koha is an open Integrated Library system used world-wide by public & private schools, Universities, Public Libraries.
- Offers different tools/modules integrated into one system used by librarians (and patrons) to solve tasks in the library.
- Koha is web-based software, with a centralised SQL database backend.
- User interface is configurable and adaptable.
- It has a centralized database to store data.

Features of Automation

Koha has most of the features that would be expected in an ILS, including:

- Simple, clear interface for librarians and members (patrons)
- Union catalogue facility & Customizable search
- Circulation and borrower management
- Simple acquisitions system for the smaller library
- Ability to cope with any number of branches, patrons, patron categories, item categories, items, currencies and other data

Benefits of Automation

- The strength of Koha is its web accessibility and ease of use.
- Accessible from any web enabled computer
- Powerful self-service tools for patrons
- Circulation, borrower and fines management
- Acquisitions, cataloguing, authority control, serials
- Easily create records from scratch or download records from free sources
- Customize record types and locations to match the needs of the users
- Web-based search engine integrates with the existing intranet
- Full utilization of record metadata
- Incorporate digital resources directly into the catalogue results
- A powerful full-featured search engine
- Scalability from a thousand to tens of millions of records

Reports

- One of the benefits of Koha 3.X is the availability of custom reports. Users can create and design their own reports providing the SQL in Koha GUI format.
- It is a very simple to use wizard to create custom reports.
- There are Koha inbuilt-statistics wizard for each of the mentioned modules

File Description	Document
Upload any additional information	View Document
Paste Link for additional information	View Document

4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	View Document

4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 13.49

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

2019-20	2018-19	2017-18	2016-17	2015-16
24.08	9.21	14.68	9.78	9.69

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 6.67

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

Response: 602

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure**4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities****Response:**

The American College has spent around Rs. One hundred and fifty lakhs towards IT infrastructure development and maintenance during the academic year 2019-2020 alone. It has provided an internet connectivity of 200 Mbps in the Main campus and 60 Mbps in the Satellite campus. There are ten dedicated servers located in the department computer laboratories, DPM library and the Bursar office. They are used for student login management and firewall, database management and accounts maintenance.

The Internet Service Provider (ISP) is located in the Datacenter from where internet bandwidth is distributed to all buildings that are connected with optical fibre cable (OFC) and alternative redundancy copper cables. Internal network connectivity is established with two special access point tower, one in each campus, HP Procurve & Cisco L1-L2-L3 Gigabyte switches and cat 6 cables.

There are more than 47 wifi access points. The connection from the WiFi is monitored and filtered using Fortinet Fortigate 600E USA firewall for students' access. The policies in the firewall is implemented on the following categories

- Admin Users - Has no restriction. (for College Officials and network administrators)
- Faculty Users - Has no restriction. (for Faculties and Other staffs)
- Wifi Users - Restriction is given in such a way that Students can only access educational contents and other websites related to education

Special policies are implemented for computer in Controller of examination's office for high priority access to college's website. The college officials have individual network provided by the ISP to prevent data privacy. Office computers are secured by Kaspersky Antivirus.

There are free internet cafes provided in DPM Library where students, faculties and research scholars can access free connectivity. Seven hundred and forty four computers are provided for students use in twelve department computer laboratories. Thirty eight new software have been purchased and installed in these computers for academic and administrative purposes. One hundred and seventy eight CCTV surveillance cameras are located at prime positions inside college campus hotspots.

The IT infrastructure is maintained by IT maintenance team headed by System manager. The programmers of the team take care of installing, troubleshooting and maintaining network and computers. The systems manager takes care of the smooth running of network and effective running of servers and computers of the computers. IT manager takes care of the college website and coordinates with website vendor. The students' attendance management system is managed by programmers.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 6:1

File Description	Document
Upload any additional information	View Document
Student - computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution.

Response: 250 MBPS

File Description	Document
Upload any additional information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

Response: A. All of the above

File Description	Document
Upload Additional information	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

Response: 37.47

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
466.13	444.11	229.08	157.76	101.13

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts	View Document

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

Response:

The American college functions in two campuses, Main campus and Satellite campus. Both campuses are furnished with infrastructure which are periodically maintained and updated in tune with the ever growing demand and technological advancement.

The one hundred and forty one year old institution has well established system that is governed by a body, the Governing Council. Accordingly, the Principal who is also the Secretary is responsible for supervision of the finances and carry out the duties necessary for efficient working of the college. In his absence or inability, Vice Principal will be responsible with due approval of the Governing Council. The Bursar, who reports to the Principal, controls the administration of the finance and property of the college.

Annual budgeting for the college is done at various stages. Budget proposal for the ensuing academic year is invited from each department which will be presented to the Finance and Property committee which will

consolidate the proposals, and prepare and present the annual budget for the college to the Governing council for approval. Expenditure towards buildings, repairs, supplies, apparatus, books etc., under the approved budget is done through indents/requisition letters submitted by Heads of Departments to the Bursar who executes it.

The Bursar office is automated using Tally Nine and sufficiently equipped with a work force comprising clerical assistants, ground superintendent, electricians, carpenters, plumbers, gardeners and sweepers.

Maintenance of campus security, canteen, rest rooms and common areas are outsourced. Through 'Earn while learn scheme(EWLS)' seventy students are involved in maintenance of library, laboratories, Documentation center, Data center, Cooperative stores, Botanical garden, Solar plant, RO plant, Canteen, Butterfly garden, Digitization project, Community college and offer clerical assistance to the Bursar's office.

Laboratories:

All department laboratories are equipped with fire management systems, first-aid kits, fume cupboards and exhausts. Adequate lab assistants are placed to maintain lab equipment. Issue, stock and breakage registers are maintained. American College, Computer and network facilities are maintained by American College (or) serviced by agencies with system manager. Plumbing and electrical repairs are periodically undertaken. American College Central Instrumentation Center Based on the requisition from various science departments to make available some of the departmental facilities common to all, a new centralized instrumentation center, **American College Central Instrumentation Center** has been established and equipped with funding assistance from UGC, DBT, and FIST. The center is steered by a team of faculty headed by the Principal & Secretary. New laboratories are established for Food Science & Nutrition, Biochemistry, Psychology, Visual communication (PSALMS) and Physics (Satellite Campus) departments.

Library:

The facilities available in **Daniel Poor Memorial Library** are open to all users from 8am to 8pm. Maintenance and utilization of library are done strictly following the library rules. These rules and procedures are published in the college calendar and the website. Especially users' period of loan for books is thirty days and two renewals (if necessary). Users can access reference resources in reference section. User can read and take photocopies from library reprographic centre. Librarian, ably assisted by a team of library staff and support staff, looks after the maintenance of the resources, furniture, electronic equipment, computers and software. Librarian coordinates with the Systems Manager, IT Manager and Ground Superintendent to ensure that maintenance is done regularly. Cleaning and dusting of library a material, preventing their deterioration is done through EWLS students. New books are kept in the new arrival racks for a period of two weeks. Library is strictly monitored by library staff, RFID integrated security gate and CCTV camera. Periodic book binding is carried out to prevent damages. Plagiarism-consultancy centre maintaining based on standard operating procedure. American College faculty profile created through IRINS, Inflibnet. IRINS metrics is updated by the librarian every week end.

Sport Complex:

Sports equipments are periodically maintained. Cleaning and maintenance of various play fields and indoor stadium are done regularly. There are separate time slots at gymnasias for boys and girls to acquire stress-

free and healthy life. Play fields and courts are fully utilized throughout the year. Zonal and state level competitions are regularly conducted. Besides NCC Army and Navel cadets use ground facilities for their training. William Tracy Indoor Stadium and Edward Nolting multipurpose gymnasium are constructed with funds received through UGC.

Class rooms:

Cleaning is done by non-teaching staff of respective departments and outsourced people. Electrical repairs are done on requisition through indents. Furniture, writing boards, are periodically renewed. Each department has LCD/Smart boards. Newly-built classrooms are all smart rooms at Saunders Hall and Eva Swift Hall. On an average thirty five percent of budget our annual budget is spent for physical maintenance.

Others:

Twenty eight bore wells are available in both campuses. There are five RO Plants and water tanks available for clean drinking water facilities and are regularly serviced. Periodic monitoring of the water quality is checked by the suppliers. RO/UV treated water is also bottled and supplied to all departments on a daily basis. Waste water after treatment is utilized for gardening, restrooms and laboratories. Rain Water harvesting is implemented throughout the campus with 50 RWH pits each of volume 28.3 cubic feet and a large well of volume 7860 cubic feet, whereby 60000 gallons of rainwater per filling has been harvested during monsoon. Campus is maintained plastic-free and compostable wastes are collected periodically and sent to the solid waste management unit. A solid waste management unit (Vermi Compost) is newly developed from which a good quality manure with 75% yield is produced. The unit is maintained by a team of faculty.

A cooperative store maintained by a team of faculty, supplies stationeries and other accessories at a relatively lower cost.

All buildings are provided with ramps and wheel-chairs. A battery operated car is available in campus.

All buildings are connected with 380KW capacity generators that ensure uninterrupted power supply throughout. Six generators of 15KW/250KW are used separately for seminar halls and administrative blocks. Solar plants of 200 KW capacities are also used through which 35000KW equivalent of carbon dioxide emission is reduced that aids in maintaining the campus green.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 13.14

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
631	740	848	1099	1050

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	View Document
Institutional data in prescribed format	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 1.97

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
261	123	164	80	86

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document
Institutional data in prescribed format	View Document

5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology

Response: A. All of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations offered by the Institution during the last five years.

Response: 34.4

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2237	2027	4362	1070	2130

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies

2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 9.24

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
358	180	224	168	137

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch).

Response: 23.54

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 635

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 43.52

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
91	25	10	9	6

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
125	55	30	25	20

File Description	Document
Upload supporting data for student/alumni	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 308

5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
60	120	61	25	42

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The American College believes in creating space for students' increased participation in the activities of the institution. Students play an active role in, Board of Studies, Department Associations, Hostel & college level committees such as Students Service Committee, Student Christian Movement, NCC committee, NSS committee, SLP Committee, Library Committee, Athletic Committee, Anti-Ragging Committee, Green Club, Book Club, and Rotaract Club.

Academic Activities

Students play a dynamic role in designing the curriculum. Each class topper representing undergraduate, postgraduate and MPhil programme participate in the Board of Studies of each department and provides valuable inputs in shaping the curriculum.

Academic Associations

Students of the college automatically become members of their department associations. Student representatives of each class are elected in a democratic manner and they become the office bearers of their respective department associations. Students play a major role in planning and executing the academic and cultural activities of the association where the role of the faculty is that of a facilitator.

Hostel Committees

Each student hostel has a committee consisting of a General Secretary, Mess Secretary, Prayer Secretary

and Study in charge. The members of the committees are elected by the hostelites and thus ensuring smooth functioning of the hostel.

College Level Committees

NCC and NSS Committees.

Student representatives participate in coordinating activities of NCC, NSS and SLP as student leaders and help in organising various programmes. Student leaders in NCC and NSS are actively involved in providing guidance, coaching and training to junior cadets and in managing the units, organising awareness programmes, blood donation camps, traffic management in the city and activities in adopted villages. Students in SLP are actively involved in preserving environment and enhancing social awareness through various outreach activities.

Student Services Committee

The SSC of the college enriches the skills of students by involving them in various cultural activities. Students participate in various state and national level programmes representing the college.

Student Christian Movement

The SCM of the college focuses on enhancing the spiritual life and skills of the students. Interested Students from Christian and other faiths participate actively in the SCM and plan and organise its activities. Students become active members of the College Choir.

Other committees

Students participate and serve in various committees of the institution including library committee, athletic committee and anti-ragging committee. Student representatives participating in the library committee provide suggestions regarding the functioning of the library on a daily basis based on the inputs from their counterparts. Student members of the athletic committee are involved in participating and organising sports and games. Student representatives in the anti-Ragging committee help in mitigating ragging inside campus through interaction and representation at the college level.

Clubs

Students are active participants in the clubs including Green Club, Book Club and Rotaract Club. The student members of Green club are actively involved in cherishing and preserving the green environment. Students enhance their passion towards reading by becoming active members of the Book Club. Rotaract club helps students to enhance their leadership skills and soft skills.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

5.3.3 Average number of sports and cultural events / competitions organised by the institution per year**Response:** 30.2**5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
45	23	38	21	24

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events / competitions organised per year	View Document

5.4 Alumni Engagement**5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.****Response:**

The Alumni Association of the American College was registered under societies Registration Act of XXI of 1860 on 01.04.1974 with the Registration number 43. The American College Alumni Cell (ACAC) is facilitating old students of the college through maintaining a separate office. The ACAC helps to understand the profile of Alumni, to make effective Social/Academic network, to create Documentation/Database, to help our Alumni, Faculty and students, to empower our Alumni in terms of democratic participation in the college activities, knowledge sharing with the academic community, and to strengthen Alumni. The college boasts itself of its alumni spread across the globe and the active global networking of alumni effectively contributes to their alma mater. Activities of ACAC help students for availing employment opportunities; alumni sponsored training programmes for students, Industrial visit and entrepreneurship training. Alumni are participating in decision making processes at the Academic Council, Boards of Studies to make relevant curriculum. Alumni's contribution to the students lunch assistance programme, organizing workshops and seminars is encouraging. Alumni are part of the college IQAC and they are helping the college to plan for innovative curriculum and new programmes. Technology, particularly social media is effectively harvested for the purpose of easy and immediate contact between the College Community and the alumni who are present all over the world. The numbers of registered alumni during 2015-2020 are 6986. The ACAC has its presence in the social media through a Facebook Page in which 4760 friends network on a daily basis. It can be viewed at <https://www.facebook.com/americancollege.alumnicell?> The department-wise alumni and Series-wise

alumni are quite strong in the College and they are regularly meeting at their respective departments and they contribute their mite with finance and technical inputs. The Alumni Meet is centrally organized twice a year: on the Republic Day after the flag hoisting and in the evening before the College Day Functions. The meeting of the Chennai chapter was held in 2016 in which one hundred members actively participated. The meeting of the New Jersey, USA chapter was held in 2017 which was attended by five members, and the meeting of the Alumni – Singapore Chapter was held in 2018 in which 20 members who are presently faculty members working various government education institutions of Singapore. Alumni own a separate building in the premises with a spacious air-conditioned seminar hall and a couple of rooms that house not only the Alumni office but also other service providers like Students Service Committee. In 2015, a distinguished Alumnus Mr. Manohar Devadoss, Writer and Artist, in 2016, Dr. Periasamy, Former Dean of School of Chemistry, University of Hyderabad, an alumnus of Chemistry Department, in 2017, distinguished alumni, Mr. Jaffar Sait, Additional DGP, Chennai and Padma Shri Vivek, in 2018, Mr. Hani Babu an old student of Botany, Proprietor of Hannah Medical Services, Dubai and Mr. Anis, Film Director, and in 2019, Mr. Varalotti Rengasamy, an old student of Commerce and a famous writer graced the occasion with a toast to the college in the College day Celebrations.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

5.4.2 Alumni financial contribution during the last five years (in INR).

Response: A. ? 15 Lakhs

File Description	Document
Any additional information	View Document

Criterion 6 - 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

Response:

Vision

To be a Christian higher educational institution of global standards and reputation

Mission

- To train students for being responsible global citizens
- To impart knowledge in every discipline
- To develop in students individual competencies to meaningfully relate with the emerging global space
- To develop a vibrant campus sub-culture of pluralism, Christian inclusiveness, and aesthetic self expression
- To inculcate in students the highest ideals of service to the poor and the marginalized

Governance of the institution:

1. Governing Council of American College : Adhering to its vision and mission, the college is governed by the Governing Council of American College headed by the Bishop - Church of South India (Madurai – Ramnad Diocese). The members of the council include the Principal & Secretary, Vice-Principal, Bursar, nominees from university and various organizations along with **two elected members** from the **faculty fraternity**.

The college appoints and admits a maximum number of faculty and students from local fraternity of Christian origin. A maximum of fifty percentage of seats are drawn from the Christian community for admission of students. Students from poor and marginalized sections of society are identified and given special privilege.

Decentralization of power and policy is implemented in

- Governance
- Finance and property management
- Academic affairs
- Student welfare
- Faculty welfare and other matters

In order to effectively handle various issues, committees are formed that will take care of institutional responsibilities. The decisions and suggestions that emerge from these committees are taken for consideration and proper implementation.

The committees helping the Principal & Secretary on issues of Governance and participative management are:

2.Statutory bodies: It includes the following committees of Senatus, Finance and property, Investment, Academic Council, Board of Studies, Religious Life and Work, Research and Development Board and Hostel Board to ensure effective management of academic, financial and general administrative affairs.

a.Governing body of the college as per UGC norms:

Consisting of Principal, Chairman of the Governing Council, four members from Governing Council, two faculty nominated by the Principal and nominees from Government and University.

b.Academic council: The reconstituted academic council of the College consisting of the Principal, Vice principal. Bursar, Heads of Departments, Dean for Academic Policies & Administration, Experts from various fields, three University nominees and a faculty nominee, takes care of all academic activities including framing of curriculum, examinations, methods of evaluation and related matters.

c.Senatus: All academic discourses and practices of the Institution are validated by this body consisting of Officers of the College, Deans, Heads of Departments and Director/Coordinator of various centers.

3.Non-Statutory Committees

These committees constitute a set of **faculty** and **students** who help the management in the effective functioning of the college. These committees are Administration, Nomination, Calendar and Time Table, Library, Athletic, Student Services, Magazine, Audio-visual, Anniversary, Publicity and Social Committee.

4.Special bodies which constantly help monitor and update the institution are:

- IQAC
- NAAC
- UGC

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

Case Study: Decentralization of responsibilities distributed to various Deans.

Deans are the executive officers who are entrusted with various tasks proposed by the Principal & Secretary and Senatus body. They help the administration on executing well-defined actions as required, thus the power of decentralization is realized. The job description of various Deans is as follows:

- **Dean for Policy and Administration:** It is the senior most position in terms of academic administration, responsible for initiating academic policies, internal monitoring of the academic programs and general administration under college autonomy. The responsibilities of the Dean involve (i) constituting the Board of Studies, (ii) Convening the Academic council, (iii) Follow up and execution of all the recommendations of Academic Council. Dean will also be involved in developing (a) methods and procedures of evaluations of academic programs, (b) indices for evaluating teaching-learning process, teacher quality and student performance. The Dean helps the institution in accreditation process by various agencies like NAAC, UGC, AICTE and NIRF
- **Dean for Curriculum Development and Research:** Dean, DCDR will be responsible for general development and promotion of curriculum under autonomy and promote research activities in the institution. Dean will facilitate and actively promote sourcing of funds for research, seminars and other projects from UGC and other funding agencies both National and International.
- **Dean of Students:** Dean of Students is responsible for academic counseling of students and will remain as a bridge between students and various departments. The Dean will facilitate the overall management and administration of CBCS like registration of Life-skill courses, Non-major elective courses, Co-curricular activities.
- **Dean of Self-Financed Programmes:** Dean of Self-Financed Programmes is responsible for the overall coordination of the Self-Financed division of the institution and monitors the conduct and the performance of the same. The Dean will take care of the infrastructural needs of the Self-Financed Programme and facilitate the administration in introducing new courses.
- **Dean of Women Students:** Dean of Women Students is responsible for protecting the general welfare of women students on campus. The Dean is also entrusted with addressing the gender issues in curriculum development and research and will sensitize the policies that promote and protect women rights and gender equity in the institution. This Dean organizes awareness programmes for women students on gender issues, career development and women protection.
- **Dean of International Exchange and Study Abroad:** Dean, IESA caters to the needs and aspirations of the students who wish to pursue Higher Education abroad either through twinning programmes or after graduation. The Dean finds suitable foreign institutions for tie-ups, finalizes MoUs with these institutions and facilitates smooth transition of students and credit transfer.
- **Additional Deans:** Faculty will act as Additional Deans and will help the respective Deans in executing the tasks entrusted.

File Description	Document
Link for strategic plan and deployment documents on the website	View Document
Link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The implementation of **The American College Central Instrumentation Centre, ACCIC** is one activity that has been successfully deployed based on strategic plan.

As per the recommendations for quality enhancement of the institution by the previous NAAC Committee and the IQAC, the college decided to develop a state-of-the-Art facility for effective utilization and maintenance of instruments to promote research in newly developing and upcoming areas. The recommendations were taken to the Deans. After detailed academic scrutiny, it was represented at the Senatus. After a careful study of the strategic vision of the activity and the sources of funding and budget, it was approved by the Senatus and the resolution was passed on to the Finance and Property Committee.

The outcome was the establishment of a new infra structure facility, the ACCIC, on 06 September 2018 with the support of UGC. Located on the second floor of Saunders Hall, it caters to the various needs of the academic and research community in terms of equipment. It was started with a mission to enrich resources for promoting Research and Development.

Objectives of ACCIC:

- To strengthen technological infrastructure to carry out advanced research in various science disciplines under one roof
- To make services available to academic institutions both inside and outside the campus
- To provide guidance for acquisition of data

The Centre constitutes a team of thirteen members administered by a Director. Under the leadership of its present Director, Dr. Jemima, the ACCIC is taking initiative to maximize the use of sophisticated equipment through training and maintaining the equipment at the state-of-the-Art level.

The team has representatives from Science departments, namely Physics, Chemistry, Botany, Zoology, Biochemistry, Immunology & Microbiology and Food Science & Nutrition. Two technical personnel, trained in operation and maintenance of sophisticated instruments are available for handling the instruments. The Centre also has a well-equipped wet-lab, a smart classroom, fire extinguishers and uninterruptible power supply system.

Postgraduate students, research scholars in university departments, affiliated colleges and other educational institutions use the facilities extensively. Service for usage of these analytical facilities is provided free of cost for the inmates of the host institution while a nominal fee is charged for the outsiders. The infrastructure of the Centre is periodically strengthened with funding from the management, FIST, UGC, DBT and other funding agencies.

The analytical instruments that currently offer services at the Centre are:

- UV-Vis Spectrophotometer (Jasco)
- Spectrofluorometer
- Fourier Transform Infra-Red Spectrometer
- Atomic Absorption Spectrometer
- Gel Documentation System

- Master Cyclor (PCR)
- Gel Electrophoresis
- Compound Microscope

File Description	Document
Any additional information	View Document
Link for Strategic Plan and deployment documents on the website	View Document
Link for additional information	View Document

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

Response:

The decentralization of governance in our institution is shown as an organogram (see link) that is constructed to fit the management structure, representing the hierarchy of management. It shows the functioning of the institutional bodies with respect to the responsibilities of each department, its policies, administrative set up and procedures. The college is governed by the Governing council which is headed by the Bishop of Madurai – Ramnad diocese as the Chairman. The members of the council include the ex-officio officers of our College namely Principal & Secretary, Vice-principal, Bursar, nominees from the University, various institutions and organizations along with two elected members from the faculty fraternity. This council superintends the administration that adheres to the policies enacted by the government, UGC and local University on the matters of administrative setup and appointment of faculty. It ensures that the administration follows service rules and procedures as prescribed by the rule of law.

The composition and functions of each body is summarized below:

The Governing council is supported by other statutory committees like Religious Life and Works, Finance and Property, Research and Development and Investment. These committees are chaired by the Principal & Secretary and other nominated members of the committee.

The Governing council and other statutory committees are regulated by the Governing body, IQAC and UGC committee formed as defined by the UGC.

The Principal & Secretary is guided by the Senatus, the supreme academic authority which superintends discipline on campus, monitoring of examinations, evaluation and regulation of scholarships to the students

The ex-officio members like the Bursar, take cares of the financial commitment of the institution. Also, the Vice-Principal assists the Principal & Secretary on various governance issues and also assume the duties and responsibilities of the Principal during his absence.

The Controller of examinations assists the Principal & Secretary in designing, conducting Examinations and evaluation.

The Deans have individual responsibilities and they assist the Principal & Secretary accordingly.

The following committees assist the Principal & Secretary in the process of governance:

1. The Faculty committee provides for the welfare of the faculty members of the institution.
2. The Hostel board assists the governing body in managing the hostels and the inmates.
3. The Academic council is in control of designing the curriculum, evaluation methods and innovations and improvements in the curriculum.
4. The Awards committee assists the controller of examinations in deciding on the outcome of examinations, every semester.
5. The Heads of the departments, faculty of each department, student advisors, associations of the departments and the Board of Studies control the activities of the department like curriculum designing, evaluation process and other academic and extracurricular activities of the department.

File Description	Document
Any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format	View Document
ERP (Enterprise Resource Planning) Document	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The Institution is conscious of the well being of the Teaching and Non-Teaching staff. The following welfare measures are rendered to them towards effective functioning of the institution.

Effective welfare measures

- Annual retreat arranged at fifty percent subsidized cost for Aided Faculty and Sixty percent subsidized cost for Self Financed Faculty
- Field Trip Allowance to Faculty who accompany students.
- Retiring Faculty and Non-Teaching Staff honored with gold ring
- Maternity Leave with salary for the Management Staff
- Christmas gifts to children of all Teaching and Non-Teaching staff during community dinner
- Free medical consultation on all working days in the college dispensary
- Limited residence for officers of the college, wardens and essential service staff on campus
- Free Boarding & Lodging for all Hall Superintendents
- Preference in college admission to the children of Teaching and Non-Teaching Staff
- Full Salary disbursed even during COVID 19 Pandemic period to all Management Faculty and Staff
- Thrift Society facility for Faculty and Non –teaching Staff.
- Annual medical checkup offered at a subsidized rate for faculty.
- Annual picnic for recreation of the women faculty.
- Free of cost transportation facility for the faculty of the satellite campus.
- Free Wi-Fi facility inside the campus for all faculty and students.
- Principal's Discretionary Fund (PDF) earmarked for Non-Teaching Staff
- Free Housing for Essential Service Staff on college premises
- Annual festival advance provided for management Non-Teaching Staff
- Free dress materials given for all Management Staff during Christmas season
- Free of cost annual and International Retreat arranged for Non-Teaching Staff
- Tea and coffee supplied every day, during the break for the Non-Teaching in the Bursar's office, COE's office and Principal's Office

Avenues for career development

- Registration fee provided for attending Conferences/Seminar in India and Abroad
- Faculty Development Program arranged by the Institution on a regular basis
- Faculty members facilitated to attend Orientation and Refresher courses with on duty

File Description	Document
Any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 26.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
188	123	65	26	14

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

6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.**Response:** 5.4**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
13	05	04	02	03

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response:** 8.04**6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
45	24	10	29	11

File Description	Document
IQAC report summary	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institutional accounts are audited regularly by both internal and statutory audits. An effective internal audit analysis is carried out periodically to improve the institutional practices of the college by the Finance and Property Committee. The Principal, The Vice-Principal, Bursar and four members elected by the Governing council of the college are the members of the **Finance and Property Committee**.

Internal audit is carried out by Mr. I. Daniel Selvaraj, Chartered Accountant, Manohar Chowdhry & Associates annually. All the audit reports are placed before the Finance and Property Committee for its ratification and approval and then submitted to the Governing Council of the college for its approval.

External audit is done by Government Auditors through Regional Joint Directorate of Collegiate Education, Madurai annually. There has been no major audit objection from both internal and external audits so far. The minimal audit objections are rectified. The approved audit reports are sent to the competent authorities like the Registrar of Societies and Income-Tax Departments.

File Description	Document
Any additional information	View Document

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

Response: 296.29

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

2019-20	2018-19	2017-18	2016-17	2015-16
44.01	3.37	95.28	153.41	0.22

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Annual statements of accounts	View Document

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

Response:

Mobilisation of funds

The American College is a Christian minority non profitable organization which has a pioneer role in the upliftment of the underprivileged sections in south India. As many of the students are first generation learners and are drawn from economically poor backgrounds, the American College has a concrete policy in its fee structure which caters to all sections of the society. Besides salary grant from the State government and autonomy grant from UGC, it mobilizes its resources mainly through the special fees from the aided programs and course fees from the self-financed programs.

In order to fulfill its vision and mission, the college mobilizes its funds for the infrastructural development and welfare scheme by utilizing the grants and financial assistance from various Governments funding Agencies such as UGC, DST, DBT and CSIR.

- The College received grants from UGC for projects like establishment of Women's Hostels.
- The Institution received STAR college grant from DBT during the year 2017- 2018.
- The College received grants from DST to organize INSPIRE program during the years 2017-2018 and 2019-2020.
- The college received grants from DST under FIST program in the year 2017-2018 to strengthen the Research and Teaching facilities in all science departments,
- It also received financial assistance from UGC for establishment of Community College.
- The college administration supports and motivates its faculty members to apply for research grants offered by various funding agencies such as UGC, DST, DBT, CSIR, TNSCST, BRNS and ICSSR.

The Institution takes efforts to mobilize additional financial resources for infrastructural development and other activities.

- Funds are generated through sponsorship from Government and Non-Governmental agencies for the conduct of seminars and workshops.
- Non-governmental organizations such as Board of Trustees and UBCHEA support research

activities, purchase of books, digitalization of library, lunch assistance, Earn While Learn Scheme and other projects financially

- The revenue generated from the shopping complex of the college is utilized for maintenance and other developmental activities.
- Many distinguished alumni, philanthropists and faculty have rendered financial support to various schemes like Scholarship, Lunch Assistance and other infrastructural development of the college.
- Former faculty of our college Dr. K. Jeyaraj and his alumni friends (67PGCs) contributed 2000USD for the subscription of five ACS publications for 2019-2020

Optimal utilization of resources

Funds generated from various funding agencies are utilized as per their respective norms. All the funds generated are accounted, utilized and audited regularly.

At the commencement of each financial year, the budget for every department is discussed in the department meeting and the proposed budget is submitted to the Bursar. The duly-constituted Finance and property Committee meets, discusses the proposals sent by the department and prepares the budgetary allocation for expenditure under various heads. This proposed budget is placed before the Governing Council of the American College for approval. Budgetary expenses are regularly monitored and reviewed by the Finance and property committee. The Institution utilizes the financial resources in an optimal, judicious and transparent way.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)

Response:

The Internal Quality Assurance cell of the Institution conscientiously works with a vision to stimulate the academic environment for the promotion of quality teaching-learning and research. Two of the IQAC recommendations implemented during this period are mentioned below.

1. Examination Reforms

As quality initiatives, the examination reforms were introduced in the year 2017. The examination Reform Committee headed by the IQAC coordinator visited several reputed colleges and studied the merits and demerits of the evaluation pattern in various colleges. After several discussions with Deans, Senatus and Faculty Forum, the Examination Reforms committee's report was accepted by the Academic Council on 8 April 2017. In order to improve the effectiveness of continuous learning process, a minimum in continuous Internal Assessment is fixed, in order to appear for the End of Semester examination. The required minimum in CIA, to appear for EOS examination is 35% for Undergraduate courses and 45% for Postgraduate & M.Phil. Courses. However, those who have marks less than the required minimum, can reappear for the Written Tests & Quizzes - I & II in the subsequent Odd/ Even semester on proper registration, provided they have required attendance. The required minimum in the Formative Labs, to appear in the Summative Lab for UG courses is 35% and 45% for PG / MPhil courses. Those who do not have the required minimum in the Formative Lab will have to repeat the lab course. To improve effectiveness of the evaluation process, multiple choice questions were introduced in both UG and PG courses in the End of semester Examination through OMR sheets and evaluated electronically. As a result of the new initiatives implemented in the examination and evaluation process, the pass percentage of the students saw a significant increase in its number.

2. Value Added Courses

The American college curriculum facilitates the students to develop their skills in their respective fields of study. Thereby Value Added courses were incorporated in their curriculum. In 2015-2016 language departments of English, French and Hindi started offering Value-Added courses focusing on communication skills. Visual Communication Department offered Diploma courses in Sound Recording, Animation & graphics, Photography and Video Editing from 2018-19 onwards. As a quality initiative of IQAC, Value Added Courses were offered by each department apart from the curriculum through online mode, to provide additional learner-centric, graded-skill-oriented training, and promoting the employability skills of students. These Value-Added courses prepare students to meet industry demands and bridge the skill-gaps between the academia and industry. The college took a policy decision that every department should offer at least one Value-Added course per semester to its students. Department-wise Value-Added courses are offered to students irrespective of stream of study. It is also applicable retrospectively to students who were admitted in June 2018. At present, the college offers 209 Value-Added courses per year. Both Continuous Internal Assessment and End-of-Semester Examinations are conducted only ONLINE. Since Valued-Added courses are not part of the curriculum, separate certificates are issued by the college.

File Description	Document
Any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC of the American College has a significant role in reviewing the Teaching-Learning process periodically and upgrading the quality by introducing reforms in curriculum and examination, adopting Outcome Based Education. It also encourages academic research, promotes industrial visit and encourages internship. Two examples of the Institutional reviews are described here.

1. Reform in curriculum by adopting Outcome Based Education

To update the process of curriculum designing, Teaching-Learning and Evaluation, the College has adopted the Revised Bloom's Taxonomy. In order to implement Bloom's Taxonomy in curriculum designing, teaching methodology and setting question paper, IQAC organized a workshop on Outcome Based Education for the Faculty. Based on the current demands, the Programme Outcomes (PO) and Programme Specific Outcome (PSO) were designed and courses were framed in such a way to adopt the PO and PSO of the specific programme. The curriculum is updated periodically to meet the needs of students in placement, clearing competitive examinations and higher studies. As an institutional practice, all teachers are expected to submit their teaching plans, pedagogical tools and instructional strategies periodically. As a result of these quality based initiatives adopted in the curriculum, the OBE teaching Pedagogy has seen a paradigm shift from a teacher centric to a student centric teaching learning process.

2. Online teaching, evaluation and e-content development

To encourage preparation of e-content for the courses taught, training is given to all faculty. The e-content is uploaded in the college website for students to avail. So far the college has uploaded 170 e-content in its website. The American College has planned to introduce ADD ON courses to supplement the curriculum, to enhance the employability of graduates and to bridge the gap between the academic and industry needs. Certificates for Value-Added courses are offered for every semester through online/offline or blended mode. In order to facilitate online and ICT based teaching and learning process, special efforts were taken by IQAC. Each student is provided an email ID with Roll No@ americancollege.edu.in. IQAC organized a special training to faculty on Google classroom by trained teachers to promote effective teaching, online. To make the evaluation fast and paperless way, online Quizzes are conducted through Testmoz and Google class room. E-copies of the assignments are submitted by the students, online. Faculty members are encouraged to record their e-content in the Psalms recording studio. In COVID-19 pandemic period, all learning and evaluation processes were done through G-meet and Google classroom.

File Description	Document
Any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.Any other quality audit recognized by state, national or international agencies (ISO Certification)**

Response: All of the above		
File Description	Document	
Upload e-copies of the accreditations and certifications	View Document	
Institutional data in prescribed format	View Document	
Any additional information	View Document	
Paste web link of Annual reports of Institution	View Document	
Link for additional information	View Document	

Criterion 7 - 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 last five years.

Response:

The college is gender-sensitive in the recruitment-policy of hiring teaching and non-teaching faculty. Women have been represented at the level of governance. The position of Bursar, Dean of Women Students, Additional Dean of Women Students have been assigned to women. The members of Constitutional Bodies, Offices and Various committees instituted for implementing action- programmes of the college comprise women. The Office of the Dean of Women students and Counselling Centre contribute to the welfare of women all through the year.

In terms of gender-equity, the College harps on admitting women students on par with their male counterparts.

The aim of gender studies has been to help the students to identity gender-based inequalities in the society from a social, cultural and psychological point of view and help them analyse how these factors shape one's own experiences, presumptions, viewpoints and a sense of identity. The college attempts to address the growing complexities and problems faced by women by initiating and inculcating the gender perspective in the field of policy design, curriculum planning and practice.

Curricula of various disciplines have given thrust to gender studies in order to bring women to the centre stage. Courses on gender studies have encouraged resistance to prejudices/discrimination and have fostered an egalitarian mindset to the students. Prevalent issues of marginalization, victimization, power struggles within families, work spaces and beyond are discussed threadbare in these courses. Courses are designed to make women students as researchers, linguists, entrepreneurs, public administrators, executives, computer programmers, nutritionists, leaders, teachers, professors, news anchors, photographers, psychologists and social workers.

Women are enabled to excel in sports education and profession. There are separate women-teams in different sports namely kabaddi, hockey and badminton representing our college indicating gender-equity. Women chess players and athletes add pride to the sports-team of the college. Women players are provided with hostel free-of- cost.

National Service Scheme operates with two separate units for women students by women programme officers. Women students demonstrate their civic responsibility through Service-Learning Program. The college is contemplating to induct a separate division for Air Wing with women cadets from the forthcoming academic year.

Smooth functioning of separate hostel for girls certifies the safety and security of women resident students inside the campus.

Soroptimist International for girls makes the girl students to involve themselves in social work including Swatch Bharat Programs, Care for Elderly and Solid Waste Management Programs.

Cabinets of Department Associations comprise women secretary, women- joint secretary, women-treasurer on par with men. Women students of Students Services Committee demonstrate their talents in various intercollegiate competitions.

Quality of life is enhanced through the events of Ladies Club. Women faculty, spouses of men-faculty are active members of the Ladies club. Along with fun, themes symbolizing femininity are discussed in the club.

Grievance cell for girls is constituted with women faculty as its members for attending the issues related to women students.

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

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Our institution adopts the idea of Swachh Bharat Mission (SBM) in bringing improvement in cleanliness, hygiene and the general quality of campus life. Solid and Liquid Waste Management (SLWM) is one of the key components of the collection, transportation, processing, recycling, treatment, and disposal of waste material in a scientific manner.

Solid Waste Management

The different solid wastes like paper, food, plastic, glass, dust, leaf litters and more are channelled into separately segregated waste bins for plastic/glass, food and metal wastes. The collected garbage is passed through the waste recycling system vermicompost unit for recycling, repair and reuse. There it undergoes conversion into enriched manure and used as a biofertilizer for the garden plants. Thereby the solid waste is both effectively generated and managed. We obtained 1300 kg in the first cycle of composting and 1500 kg in second cycle. The obtained manure is used for college gardening purposes and the remaining will be sold to the students, staff and public.

Liquid waste management

Liquid wastes Chemistry and Bio Chemistry laboratories are being discharged into carbon soak pits with absorbents. Whereas, the waste water from the RO plants is being utilized for watering the plants. Waste water coming from the hostel bathrooms are used for the garden.

Biomedical waste

The safe and sustainable management of biomedical waste (BMW) is social and legal responsibility of all people supporting and financing health-care activities. The communal wastes like syringes, from the Biochemistry and Microbiology departments, are incinerated using the incineration machine to minimise contamination.

E-waste management

To manage Electronic wastes (e-waste) of CPUs, monitors, keyboards, mice and printers effectively, the College has signed an MoU with **KAU Metals**, who collect the e-wastes from the laboratories, departments and offices for effective treatment and disposal. Students from the Physics and Computer Science departments, use this system of e-waste management purposefully, for practical purposes of dismantling and reassembling e-gadgets as a part of their hands-on training and learning experiences.

So far twenty-five CPU, fifteen monitor, 30 keyboard, 50 mouse and 10 printers were taken by the KAU Metals.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Geotagged photographs of the facilities	View Document
Any other relevant information	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell / Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: Any 4 or All of the above

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

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit

3.Environment audit**4.Clean and green campus recognitions / awards****5.Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

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

7.1.7 The Institution has disabled-friendly, barrier free environment**1.Built environment with ramps/lifts for easy access to classrooms.****2.Disabled-friendly washrooms****3.Signage including tactile path, lights, display boards and signposts****4.Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment****5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

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

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

College at the beginning of every semester arranges for a Dawn-Worship Programme in the name “Athikalai ThuthiVelai” which edifies the faith of thousands. Prayers concentrate on welfare of students and their success in academic life. Special prayers are offered for the Nation, Leaders, Government,

People, Economy and Prosperity. The Jubilee Chapel situated in campus attracts all students and faculty to offer personal prayers to God during their times of need. Our College choir accommodates students from any religion to sing during the carols. Christmas is celebrated in the whole month of December every year. The spirit of Christmas is in sharing love and joy with others. Community dinner is a very special part of Christmas celebrations. It is being served for more than thousands at the college.

The identity of Tamil culture is exotically shown in Pongal Festival called 'Tamizhar Thirunal.' The college also encourages celebrating auspicious days and festivals such as Onam, Holi, Makara Sankranti and Ugadi too.

Madurai is one of the ancient cities and its reminiscences are witnessed in and around the city. It is known for the representation of various cultures. To bring back the disappearing historic, traditional lifestyle, the faculty of Tamil and Visual communication Departments have produced and published 20 videos in YouTube in the name of 'Baffoon Tamil' on different categories. With two thousand eight hundred and forty subscribers and its ever growing numbers, this channel is one among best culture-specific programmes in YouTube.

Tradition- based art forms and games, subalterns' life styles, folk knowledge and aesthetics, laymen myths and symbols and unknown rock-cut temples were documented in these videos. Art forms are considered sacred in India. Most of the art forms have not got adequate patronage among the modern generation. To bring back life to these engendered arts, these video documents are published. High-cultural scape usually avoids subalterns' life styles. Our faculty documented rare and largely omitted marginalized people's life styles. Usually Indian aesthetics is known for its high culture. But our video program focuses on marginalized aesthetics also known as folk aesthetics. People's music, puppet shows, bow songs etc. are documented in the following videos.

'We live by myths and symbols' is the famous maxim, after careful study of world mythology, by world renowned anthropologists. Myths create a subtle world which envisages deep layers of meaning. Meanings are lived but not properly understood. The videos we have created strengthen the process of living with myths and symbols.

There are well known rock-cut temples in Madurai which are now popular tourist spots and spaces for providing rigorous architectural research as well. But many are unknown to outsiders. Culturally specific ideas are inculcated in these unknown rock-cut temples with ethnic flavour. Buffon Channel has documented two such temples. India's unity will be strengthened with the thrust for inclusiveness.

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

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Education transforms an ordinary human being into a civilized responsible citizen. The future of the nation lies in the youth. Hence, college imparts values and commitments. National Voters Day is observed and students are made aware of voting. The main purpose of the day is to encourage, facilitate and make sure all Indians eligible for voting are enrolled. Special attention is given to the new voters. The faculty are assigned with Election Duties. It would be mandatory for every faculty. College premises are made available to the election commission for smooth conduct of elections.

Whenever a new bill is passed, special sessions would be arranged for the students to discuss the matter. During the budget presentation also, a series of talks would be organized. High Court lawyers are invited for educating students on the basic rights and responsibilities of a citizen. Toenable students to become law-abiding citizens of the nation, the City Commissioner of Police, Regional Passport Officer, Road Transport Officer and Commissioner of Income Tax are very often invited to college to address our students.

The objective of the National Youth Parliament Festival is to hear the voice of youth between eighteen and less than twenty five years of age, because they are going to join various careers in coming years, including public services. National Youth Parliament Festival (NYPF) is based on the idea given by the Prime Minister in his Mann Ki Baat address on 31st December 2017.

Mahatma Gandhi, Dr. Ambedkar and other freedom fighters were remembered on their birthdays and students took vows on the anniversaries of national leaders. The students were taken up to Madurai Bench of Honorable Madras High Court to observe the form of procedures held in case hearing. As per the direction by the District authorities, our college students participated in Election duties during 2019 Panchayat Elections. Our students also paid a pivotal role in meeting the needs of special voters including pregnant women, senior citizens, besides helping the regular voters providing them drinking water. Necessary training was given by our college NSS to students to discharge their duties effectively.

The Religion Philosophy and Sociology department conducts Human Right Defenders Training Programme. The Social Work Department organizes periodic field visits to various panchayats to monitor the Hundred days' Work scheme and Jawahar Rojar Yojana. Students are also encouraged to perceive the multilayered local- level administration during their visits.

Our students are well aware of the current affairs of the nation. As a mark of protest our students demonstrated against the abuse of Women in Pollachi Case. They shouted slogans against the accused and claimed for justice. Both men and women students took part in this demonstration escorted by the city police. Our college and students are served to public during the pandemic period lockdown. They also distributed energy drinks to public servants who were involved in pandemic control activities.

File Description	Document
• Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document
Any other relevant information	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1.The Code of Conduct is displayed on the website**
- 2.There is a committee to monitor adherence to the Code of Conduct**
- 3.Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4.Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

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

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college observes many auspicious days and the day would be full of activities to ponder the importance of such days. Teachers' day is celebrated on 5 September, every year by the college. Special workshops and talks are arranged by the students to respect their teachers on that day. International Women's Day is celebrated in many countries around the world on March 8. On this occasion, women students and faculty realize contribution of achieved women and organize various events, talks and competitions to make the day worthy.

World Sparrow Day is celebrated to raise awareness about sparrows and other common birds affected by the environment which are on the verge of extinction. The Green Club of The American College in association with Zoology Department observes World Sparrow day every year on 20 March. It distributes nest- boxes for sparrows. World First-Aid Day is observed on 19 September every year to create awareness about the importance of first aid in preventing injuries and saving lives. The students are given hands-on-training on the basics of first-aid during the crisis time.

On December 5th, World Soil Day is observed. The college authorities, faculty and environmentalists on campus stimulate a number of activities like tree plantation and distribution of saplings to public.

Phi Day is an annual celebration of the mathematical constant π (pi). Phi Day is remembered by Mathematics Department on March 14. On this day the department students and faculty try with human formation of Pie Symbol.

During the first week of October, the Zoology Department observes Wild Life Week. A series of awareness programs are conducted like Bird Counting, animal photography, snake handling, tree plantation and animal sighting on campus.

Zoology Department commemorates Darwin day on 12 February. A series of lectures and readings on Darwin are shared among the students. The importance of variations to natural selection was highlighted in these lectures to know the importance of variation and differences.

Living with wildlife needs basic information, instruction and practical training for people with little or no knowledge of or experience with snakes, venomous or otherwise. Green club of our college organized awareness program on Snake handling.

As a mark of Ozone Day, the college restricts the entry of motorized vehicles of faculty and students on 16 September. The carbon emission is kept at minimum level inside the campus on that day. The hidden strategy is to make everyone go for a walk at least within the forty-four-acre campus.

National Youth Day is celebrated on 12 December by the Rotaract Club of The American College. The members being teens bring awardees and people who excel in various fields and have interactive sessions with them. The college duly remembers and honors the missionaries and trustees on their anniversaries.

Department of Applied Science in Collaboration with Tamilnadu Science Forum, Madurai celebrated 50th Moon Landing Day. The former ISRO Senior Scientist delivered a talk.

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best Practice - I

Engaging Sports-Students in Quality Enhancement Process

Sports Scholarship: Its backdrop

The American College encourages students' involvement in Sports and Games. It is commendable that the college admits more than forty percent of students drawn from poorer sections of the society. The college provides Scholarship to the sports-students who excel in sports.

Objectives of the Practice

The objectives of the Best Practices are to:

1. Create and develop the spirit of sportsmanship among sports-students
2. Coach them with rigour to excel in sports at the national and international levels
3. Help sports-students to qualify in zonal, divisional, state, university level sports competitions
4. Teach them the nuances of balancing academics on one hand and Sports and Games on the other
5. Train them to keep themselves physically fit along with the alacrity of mind to meet the demands of strenuous sports practice- sound mind in a sound body
6. Learn and practice fair-play in Sports and Games
7. Build social skills
8. Strengthen emotional intelligence

The purpose of extending financial support to the needy students is:

1. To help them continue their education without any financial crunch so that they could concentrate on becoming national and international players and athletes
2. To support students with no discrimination whatsoever without compromising on quality
3. To ward off any form of low-esteem or complex lurking on the minds of students
4. To offer free tuition and board & lodging on campus in order to facilitate their coaching

The Context

The college has always extended support to the needy students from its bursary. This noble aim has had its challenges in meeting the needs of sports students. Earmarking funds for sports-scholarship was initially a difficult proposition. But the college derived its strength from the founding fathers of this college who were egged on by such vibrant vision to educate and empower the under-privileged people of this country. The catchment area for such talented youth was the neighbourhood on the outskirts of Madurai city. As per the vision of Rev. Dr Zumbro, "the college should grow with Madurai and Madurai should grow with the college", the college started offering scholarships to sports-students in terms of fee waiver and free board and lodging. Initially, there were only few students but over the years the number of beneficiaries both men and women have considerably increased. This shows that the practice is definitely a grand success.

The Practice

In the globalized scenario, the cost of education has become dearer. Hence, able sports-students apply for admission at the American College based on the scholarships offered to the students way back in 2015. This paved the way to admit sports-students without hassle on the part of the applicants.

Selection Procedure

Students who have cleared School Final i.e. +2 and the undergraduate are eligible for admission in undergraduate and postgraduate studies respectively, provided they satisfy the norms set forth by the Department of Physical Education. Players and athletes are expected to prove themselves in selection trials and track events. A few students who stay in the sports hostel also apply. Those students who are selected are eligible for fee-waiver, free board and lodging. In addition to this scholarship which they earn, there is also another consideration in terms of attendance and CIA. A special resolution has been passed in the Academic Council of the American College to this effect. This would facilitate sports-students to complete their degrees and qualify themselves for government jobs. For the parents of gifted and talented players from villages who seek admission in city colleges, the American College, is a haven. The college not only offers education to such under-privileged people, but also jobs which empower them and their dependent families. Therefore, it is evident that the talented rural youth would go jobless and lose their sense of vision without the financial support offered by the college.

Evidence of Success

The American College believes that sports and games form an integral part of whole-person education. The college is also deeply concerned about the Gen Z students who have almost stopped playing in the playfields, and are glued to the mobiles. This is a genuine threat to the whole-person education. The pandemic has added salt to the injury. All these factors are taken into consideration, while a considerable money is budgeted for the Sports Scholarship.

Benchmarking

The athletic committee meets twice every year and evaluates and plans for the ensuing academic year. Sports Scholarships have also undergone regular evaluation every year. The performance and outcomes are discussed. The following questions have also been addressed.

1. Have the players and athletes performed better than what they have performed in the previous year?
2. Are there other colleges performing better than our college in terms of certain games and sports ?
If so, in which game and event?
3. Are there any measures to create an edge in terms of performance?

Testimonials

http://naac.americancollege.edu.in/CriterionVII/K_7.2_Best%20Practices/7.2.1%20Two%20Best%20Practices.pdf#page=5

Problems Encountered and Resources Required

At the time of sowing the seeds for Sports fellowship i.e, 2015, there were a few apprehensions on the minds of the faculty and administrators. Such apprehensions are in a nut-shell are:

1. Mobilisation of funds

Besides funding from the government, resources from self-financed programmes also help the college in running programmes successfully. Fortunately, in the case of instituting sports fellowships, the Principal's Discretionary Fund came in handy. Such a move set at ease, the predicaments of mobilising funds for the best practice.

2.Sustenance of Best Practice

The process of sustaining the best practice is a continuous challenge. The challenge was overcome with a sense of fore-thought by the Department of Physical Education. Eliciting assurance from the Governing Council of the College helped to continue the Best Practice in the following years.

3.Spotting talents

Tapping the talents was yet another task. Since most of our students come from rural background, they are reluctant applicants. Shy and reluctant players became star athletes and sports persons later.

4.Players' academic problems

The players representing college in sports and games at various levels had to miss a number of internal assessment tests while they play in matches outside Madurai. However, the consideration offered to players to attend a minimum of one test, quiz, assignment in each course and doubling of marks secured in one cycle of CIA eased considerably the tension of students. Besides, the college decided in favour of players to award a bonus of 10% of the maximum marks in each course in the End-of-Semester Examinations conducted in November, April and June for players who represent the college at the University, State, National, and International level tournaments.

5.Boosting-up performance

The college monitors the process of providing the best food, as suggested by the dietitians to the sports students to renew strength.

ii)Wise counselling

Faculty of the Department of Physical Education always cater to the needs of students and provide proper guidance and counselling

iii)Coaching and mentoring

Coaches always train players to compete and strengthen themselves to become emotionally and physiologically strong. The alumni of the college volunteer themselves to mentor the players and athletes.

iv)Kit

The college provides uniform, appropriate foot wear, and other useful kits enabling the players and athletes to enhance their metrics of performance.

BEST PRACTICE – II

Green Campus - Inculcating Environmental Responsibility

1. Objectives of the Practice

- i. To have nature integrated life style
- ii. To reduce harmful energy
- iii. To tap natural resources
- iv. To maximise biodiversity
- v. To minimize pollution through waste and recycle system
- vi. To promote sustainable eco-friendly practices
- vii. To conserve natural resources like water, biodiversity, optimise energy efficiency, manage waste and educate about climate change and sustainability

The concept is to bring students back to nature from their android lifestyle. It is equally necessary to tap the easily available natural energy and hence reduce the carbon emission arising from using harmful energy. Biodiversity is for a well developed eco system. Conservation facilitates waste management.

3. The Context

Unfortunately in the present scenario, heat and dust in Madurai have caused air and water pollution. Youngsters have become addicted to android driven social media. Their environmental accountability is at stake. Lack of concern over massive reduction in the flora and fauna due to the tech driven obsession has necessitated an increase in the biodiversity on campus. Pollution control mechanisms have initiated proper management of waste and recycle systems. The habit of plastic use has reached such a shocking level that the college thought of banning use of plastic on campus. As the present day students are less aware of eco system, eco-friendly practices are encouraged to make them more responsible. Water scarcity in Madurai during summer has made the college to have Rain water harvesting pits, ponds and well in order to conserve water and increase water tables. Busy traffic and pollution caused have paved the way for improving the oxygen level by planting more tree saplings. Excessive heat in Madurai has made the American College to have more number of trees. Soil erosion and circulation of dust are checked by lawns at various places.

4. The Practice

The American College is a green campus providing green canopy to the vehicles in the parking lot. The fountain with granite engraving of 1881 on it - the year of inception- is flanked by a vertical garden. The pavement with paver blocks bordered with hedges is aesthetically appealing. A botanical garden is maintained between the chapel and the parking lot. The pathway having bamboo trees on the western side of the Main hall resembles a boulevard. Trees older than 60 years highlight the eco heritage. Landscaping with lawns and vegetation is a feast to the eyes.

The two green-houses behind Dr Paul Linder Love Hall have about thirty medicinal plants. Medical Botany Course (BOT 3239) has been designed to make the students aware of the benefits of such herbs. There are 1567 trees on campus to make it cool and healthier. With the green campus attitude, the college continues to plant trees on campus and distributes tree saplings to students and the public throughout the year especially on Environment Day, Ozone Day, Earth Day and Water Day.

In order to preserve house sparrows, the endangered spiece, the college has distributed 1000 sparrow nest boxes on World Sparrow Day. The college houses one Butterfly Garden granted by UGC protects around 500 dark blue tiger and 200 double-banded crow The biodiversity has been upgraded by the Zoology department. Herbs, shrubs, flowering plants and trees attract butterflies to our campus. The other fauna consists of white mongoose, grey mongoose, rat snake, wolf snake, checkered keel back snake, garden lizard, garden skunk, frog, spider, grasshopper, ants, honey bee and wasps.

Solar energy is used considerably on campus to generate power. This is a new step to make use of the natural resources. Power efficient equipment is installed to have a judicious level of consumption. 50 rain water harvesting units with a depth of six feet increase the water table. The college has a natural pond and an artificial pond to maximise wet land which supports increase of ground water level. There are many green initiatives taken in order to realise the green campus state.

Automobiles are restricted at the entry point to avoid crowding of vehicles on campus. Security personnel would allow only the authorised vehicles to enter. Hostel inmates are allowed to use only bicycles on campus for their easy and fast mobility. A battery powered campus shuttle is used for physically challenged, aged persons and visitors. On Ozone day, all the members of the American College family are expected to come to college only by cycles or on foot. The pedestrian friendly pathways offer a kind of nature's walk to students.

Ban on use of plastics and paperless communication enable a pollution free environment. During association and club activities of various departments, one cannot see any flex- poster for advertisement and publicity. Banana Leaf and palm plates are used during such occasions. Green audit, energy audit and environmental audit help in reducing pollution. .

5. Evidence of Success

The withered leaves are collected and is used for vermicompost effective for healthy and organic lush growth of vegetation. The red bin collects non-biodegradable waste and the green bin collects biodegradable waste.

Clean energy is provided on campus. The units consumed in the premises are drastically reduced with the installation of solar panels. As a result, 35,000 kilo watts of carbon emission is avoided in a year. Minimal movement of vehicles within the campus and use of Electric campus shuttle reduce the pollution.

Water management system with 2 ponds, one well and 50 rainwater harvesting units have increased the water table. The ground water level is quite impressive. The depth of bore wells outside the American College ranges upto 1200 feet. Inside the campus the depth ranges from 280 to 400 feet.

Conservation and nature endangered species like Guaiacum Officinale- rough bark lignum vitae, guaiacwood is preserved on campus.

Due to the green initiation, the campus temperature is usually 2 degree Celsius lesser than outside temprature. The college provides a natural cool atmosphere for students to learn. Every year three new species of trees are planted to step up the variety. Free Sapling Distribution has made the students and the community to be responsible for climate action. E-notices and e-circulars from all the offices have reduced drastically the use of paper.

6. Problems Encountered and Resources Required

Unfortunately Madurai has a long dry period during the year. During such difficult times, it is a great challenge to maintain the campus green. Withered tamarind leaves are acidic to the land. Sustaining green environment like watering, cleaning the place requires human labour. There is a shortage of manpower to carry out all the duties. Bio gas plant releases a foul smell and one has to put up with it. Madurai has less rainfall every year. As the vehicular movement is high near the college, it faces the danger high pollution.

Adequate equipment resource like drip irrigation can be made accessible. The college can reduce the electricity charges if able to install more solar panels. The century old buildings on campus designed with good aeration, ventilation and sunlight can be renovated to make the campus greener than the past. A green museum can be constructed to bring awareness to students and the community in Madurai about the environment and biodiversity. If some of the projects of the college can be adopted by Government and Non-government agencies, there will be easy flow of funds and facilities.

File Description	Document
Best practices in the Institutional web site	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Draped in sylvan attire, suffused with tranquillity, sprawled over sixty acres, set on the foothills of Western Ghats, stands the SATELLITE CAMPUS, at Chatrapatti, fifteen kilometres away from the din and bustle of Madurai city. A beacon of light to those groping in darkness, a welcome refuge to the dispossessed, a satellite-tower for those who are unreachable, and a veritable gateway of higher learning to the underprivileged rural folks. No wonder, the SATELLITE CAMPUS is a stark reminder of the object of the college i.e. to give students of all creeds, liberal Christian Higher Education and also the College's single-minded devotion to impart knowledge for the holistic development of learners and also socially uplift the disadvantaged lot.

Imbued with extreme sensitivity to the needs of the community and responsiveness to societal expectations, The American College founded the SATELLITE CAMPUS, way back in 2015 to bring the less privileged people of the neighbouring villages within the ambit of the vast canvass of 'Education'. As

it stands today, the American College is the only pioneering institute of Higher Learning which has launched an additional campus for offering the much-sought-after, socially relevant, employment-oriented undergraduate and postgraduate programmes in this part of the country

Well set in serene and picturesque environment, 'far from the madding crowd,' the SATILLITE CAMPUS creates the perfect atmosphere to mould the all-round personality of students. It is a boon to the rural students who prefer getting quality education in their own rural surroundings. Students from the neighbouring villages of Madurai have the privilege of studying in this idyllic setting as well.

Sculpting of the stunning 'architectural grandeur' of the buildings and the layout of the SATELLITE CAMPUS were designed by the celebrated Canadian Architect, Mr. Julian Smith, a long-time friend of the college and also the former international-exchange student from Oberlin College, Ohio, United States. In keeping with the rural surroundings, the basic style of architecture is based on the CHETTINAD TRADITION, constructed with techniques that respond to the local weather conditions. Planned around extensive courtyards and deeply-shaded verandahs, this campus establishes an excellent inside-outside connect bringing in ample natural light, allowing cross-ventilation and keeping the classrooms cool against the onslaught of summer heat.

Conserving and nurturing biological diversity, the eco friendly campus displays an abundance of flora and fauna. Utmost care is taken to rear the rare flowers and medicinal plants and also conserve the wild life in the mountainous regions. Natural ponds located inside the campus enhance the tranquillity of the campus. In other words, the campus has been designed on the concept of sustainable development with adequate eco-friendly initiatives keeping in mind the future.

The SATELLITE CAMPUS offers ten undergraduate programmes such as Bachelor of Management Science, B.A. English Language and Literature, Bachelor of Commerce, Bachelor Commerce with Computer Application, B.Sc. Mathematics, B.Sc. Physics, B.Sc. Computer Science, Bachelor of Business Administration, Bachelor of Computer Application, and B.Sc. Data Science. Besides, Masters Programme in Business Administration is also offered here. Students have easy access to the aforesaid courses which are in great demand. But for this facility available on SATELLITE CAMPUS, rural students would have been forced to run from pillar to post seeking admission elsewhere.

FACILITIES PAR EXCELLENCE

Buses ply between the Main Campus and the Satellite campus transporting Students, Faculty and Staff safely for a nominal fee college collected along with semester fee. TELFER MOOK HALL Hostel for boys is fully functional with all the facilities. It has well-ventilated rooms designed to accommodate around two hundred students on sharing basis, comfortable dining facility, and reading rooms, enabling and ensuring a conducive atmosphere for serious learning.

VIBRANT ACTIVITIES:

Village Adoption - To further its commitment towards social responsibility, a village has been adopted near Chatrapati, by the Service-Learning unit of The American College, for intensive social development. Students actively engage in serving these villages at the micro level, organizing awareness programmes and camps. Through volunteer services, the students create awareness about pandemics, General Hygiene, Health Care, and also help the residents of villages to keep their neighbourhood clean and beautiful. Community service is a great way to help others and improve our own community,

HIGHPOINTS:

The focal point of SATELLITE CAMPUS is to bridge the ever-widening gap between the urban elite and underprivileged ruralites and offer them a lot programmes on par with international standards and ward off their 'sense of low-esteem' that may lurk on their psyche, and 'withdrawal symptoms' that they may suffer from.

The SATELLITE CAMPUS has fully equipped state-of-the-art laboratories, well ventilated and spacious classrooms, a much needed Multipurpose Resource Centre for conducting seminars and conferences. These facilities foster collaborate learning, promote learning tasks across the curriculum and create novel, creative-learning opportunities. This is well backed by a strong team of highly qualified and experienced faculty who are willing to walk an extra mile for the welfare and well-being of students. The faculty-student relationship is adorably excellent.

'Go back to the community to serve the dispossessed at their own door step' and 'Give back to the community' are the lofty tasks performed by the SATELLITE CAMPUS. Otherwise, these first-generation learners have to take all the pains to reach out the cities looking for admission in college which may be well beyond their abilities.

In sum, the SATELLITE CAMPUS is extension of the college in action. A few pages from the annals of the college prove that the history of the college has come full circle with the inception of SATELLITE CAMPUS in a village. Our journey in the 'service of God and Humanity' started in Thirumangalam, moved on to Pasumalai, then on to the Main Campus in the city, and only to move on to the SATELLITE CAMPUS in Chathrapati- a neighbouring village. This proves that the grand legacy of the American College continues farther and farther into the future.

File Description	Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

The American college has witnessed a massive progression from 5602 students in 2015 to 10343 students, in 2021. The College is a forerunner in making use of technology in education. The regular training imparted to students for online class and online quiz, made a remarkable success in handling classes during pandemic.

In the context of universalizing higher education, the American Transfer Program offered by the College is, a dream come true for Students. MoU has been signed whereby second year students can join Concordia College, New York in the third year to earn the American degree. The Binary Transfer Program facilitates the students to study in Binary University, Malaysia. In Canada Transfer Program, the American College students join St. Clair College, Canada for second and third years. The College empowers more first generation learners through education, serving the cause of social justice, ensuring equity and progress. Service Learning Programme (SLP), a special program supported by The United Board for Christian Higher Education in Asia (UBCHEA), USA aims at inculcating civic responsibility for students. Jivana Jyoti (Light for Life) is a programme for the welfare of the differently abled persons.

The College assures its commitment towards gender equality in the curriculum, student admission and faculty recruitment. The number of women students has increased from 1083 to 2914. Women faculty strength has enhanced from 38 % in 2015 to 50% in the current year. Gopi Shankar, a distinguished alumnus has been appointed by the Union Ministry of Social Justice and Empowerment as the South Indian representative of transgender Community to the National Council of Transgender Persons. College has given fee exemption to transgender students. Two transgender students have successfully completed their graduation and post-graduation in this assessment period.

The contributions of college to district administration in corona prevention speak volumes about its role in community development. American College Siddha Covid Care Centre was set up in May 2021. Totally 262 patients were treated, with no casualties. The College organised vaccination camps for staff, students and public. The College administration has contributed twenty five lakhs to the Chief Minister Relief Fund towards Covid19.

Concluding Remarks :

The Motto of the college, PURIFICATUS NON CONSUMPTUS means purified but not consumed. Fire purifies gold by destroying the impurities in it. Yet, it does not consume any part of the gold. When gold comes out of fire, it becomes more pure and lustrous. Similarly, the students of The American College experience such a process during their academic pursuit in this college to emerge as better individuals. The American College affirms that the focus of education is on the holistic development of students. College provides a pathway for students to explore themselves and their interests, to expand their social and cultural experiences, and to build a more promising career. The College enlightens the students with ample resources and individual attention to face the global challenges successfully. The College renders selfless services to the community through its extension programmes and thus shaping students as better citizens to contribute for national development. The College inculcates a Value system in the young minds to be more inclusive, empathetic and responsible. The College renews its dynamism with the collaboration and contribution of students, teachers and alumni. With the roots extended to rural areas through community college and with the branches mounting to foreign

universities, the College envisions in bridging the socio-cultural and economic disparities of its students by empowering them with education. The American College is a monumental Magnificence surpassing Centuries, continues to serve Humanity showing exceptional progress as a model institution in Higher Education.

NAAC