

# **ISLAMIAH COLLEGE (AUTONOMOUS)**

Accredited by NAAC with 'A' Grade in 3<sup>rd</sup> Cycle | Affiliated to Thiruvalluvar University  
Govt. Aided Minority Institution recognized under section 2(f) & 12(B) of UGC Act, 1956

**NEW TOWN, VANIYAMBADI - 635 752**

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**



## **INTERNAL ACADEMIC AUDIT REPORT 2020-21**

**Submitted**

**By**

**INTERNAL ACADEMIC AUDITORS**

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## **INTERNAL ACADEMIC AUDIT REPORT 2020-2021**

The Internal Quality Assurance Cell (IQAC), Islamiah College (Autonomous), Vaniyambadi has started the practice of conducting Internal Academic Audit (IAA) since the Academic Year 2014-15. Dr. K. Anandaratchagan, Associate Professor of Chemistry and Dr. T.Afsar Basha Associate Professor of Commerce were appointed as Internal Academic Auditors from the Academic Year 2018-19. The present IAA report has been prepared by Internal Auditors for the Academic Year 2020-21 i.e (from 01.06.2020 to 31.05.2021) covering, two semesters of the academic year. This IAA report is submitted as per the IQAC criteria encompassing all important parameters. The IAA was conducted on 17<sup>th</sup> & 18<sup>th</sup> June 2021.

During IAA, the Internal Auditors personally visited all the Academic Departments and Units of Students Support Services to verify the records and collect the required information. Even though the college remained closed for the major part of the Academic Year due to Covid-19 and lockdowns, both Academic Departments and Units of Students Support Services have carried out various activities through Online, Offline and blended mode. On the basis of the information provided by the respective department this Internal Academic Audit report is presented here very briefly in two parts. The first part covers the activities of Academic Departments and the second part discusses the activities carried out by the Units of Students Support Services during the Academic Year 2020-21.

### **ACTIVITIES OF ACADEMIC DEPARTMENTS**

The courses for the various programs are well designed to meet the needs of local, national, regional and global requirements which are reflected in the course and program outcomes of the departments and the institution. The syllabus of all the departments have been approved through the board of studies meeting comprising internal faculty and external subject experts. It is observed that all the departments have revised their syllabus and revision is found to be in the range 20-30% of the total syllabi.

Courses on value education and human rights is offered as the subject by all the departments to integrate the cross cutting issues such as human value and environmental and sustainability. The details of the new subjects /courses introduced during the year 2020-21 is given below.

Details of the subjects /courses introduced

S.NO	Department	Total No. of Subjects/Courses	No. of Courses With A Direct Bearing On		
			Employability	Entrepreneurship	Skill Development
1	ENGLISH	9	2	-	7
2	TAMIL	2	-	-	2
3	URDU&ARABIC	8	2		6
4	HINDI	2	2		
5	HISTORY	6	4		2
6	B.BA.	4	2	2	
7	MATHEMATICS	8	4		4
8	PHYSICS	13	6		7
9	CHEMISTRY	25	11		14
10	BIO-TECH	30	3	2	25
11	BIO-CHEM	9	4		5
12	COMP. SCI.	6	2	1	3
13	B.COM.[C.A]	4	1	1	2
14	B.COM.[F.A]	5	2	1	2
15	B.COM.[GEN]	14	4	4	6

Value added courses are also offered by the Departments to promote the employment opportunities of students. Detail of the value added courses offered during 2020-21 by the departments is given below.

S.No.	Department	Total No. of Value Added Courses	No. of Times Offered During the Year	Duration of the Course	No. of Students	
					Enrolled	Completed
1.	ENGLISH	1	1	4 weeks	684	200
2.	TAMIL	-	-	-	-	-
3.	URDU&ARABIC	1	1	1 year	42	42
4.	HINDI	-	-	-	-	-
5.	HISTORY	1	1	2months	38	38
6.	B.BA.	1	1	6 months	41	41
7.	MATHEMATICS	1	1	3 months	46	46
8.	PHYSICS	1	1	3 months	37	37
9.	CHEMISTRY	2	1	3 months	37	37
10.	BIO-TECH	1	1	2 months	34	27
11.	BIO-CHEM	1	1	6 months	49	49
12.	COMP. SCI.	-	-	-	-	-
13.	B.COM.[C.A]	1	1	6 months	36	36
14.	B.COM.[F.A]	1	1	6 months	-	-
15.	B.COM.[GEN]	2	1	1 yr,6months	37+15	37+15

Field work/Projects internship: Student projects are offered to the student through the various degree programs in the undergraduate as well as post graduate level .The details are given below.

S.No.	Department	Degree	No. of Students
1.	ENGLISH	-	-
2.	TAMIL	-	-
3.	URDU & ARABIC	-	-
4.	HINDI	-	-
5.	HISTORY	-	-
6.	B.BA.	B.B.A	64
7.	MATHEMATICS	-	-
8.	PHYSICS	-	-
9.	CHEMISTRY	M.Sc.	24
10.	BIO-TECH	B.Sc & M.Sc.	42 & 3
11.	BIO-CHEM	M.Sc	4
12.	COMP. SCI.	-	-
13.	B.COM.[C.A]	B.Com[C.A]	60
14.	B.COM.[F.A]	-	-
15.	B.COM.[GEN]	-	-

The learning levels of the students is assessed in all the Departments as advanced learners and slow learners. Special programs are offered to the advanced and slow learners. The advanced learners are encouraged to participate in the seminars, poster & paper presentations and quiz programs. They are motivated to attend various competitive examinations like SET/NET/GATE/TNPSC/UPSC/Banking- RBI/RRB and campus interviews. Remedial classes were conducted and e-study materials were supplied to the slow learners through mentoring system.

Student centric methods such as experiential learning, participative learning and problem solving methodology are used for enhancing learning experiences of the students. ICT enabled tools including online resources are used by the faculty for effective teaching and learning process.

The academic calendar prepared by the college is strictly followed and teaching plans in adherence to the syllabus is also prepared by the staff members of all the Departments under the supervision of respective HODs. During the lockdown period Online classes are conducted through Google classroom platform, Zoom, Google meet, PowerPoint

presentation and YouTube lecturers. The study materials were sent to the student in the form of e-content.

The Departments recognised for conducting research programs are continuing their research activities with the approved guides. The details of full time teachers approved as research guides and number of students carrying out research is given below.

S.No.	Departments	No. of Full Time Teachers With Ph.D.	No. of Research Guides	No. of Ph.D Research Scholars
1.	ENGLISH	1	1	4
2.	TAMIL	3	3	11
3.	URDU&ARABIC	1	1	-
4.	HINDI	-	-	-
5.	HISTORY	3	2	1
6.	B.BA.	2	-	-
7.	MATHEMATICS	10	10	11
8.	PHYSICS	4	4	7
9.	CHEMISTRY	10	7	13
10.	BIO-TECH	6	3	8
11.	BIO-CHEM	3	3	4
12.	COMP. SCI.	-	-	-
13.	B.COM.[C.A]	1	-	-
14.	B.COM.[F.A]	3	-	-
15.	B.COM.[GEN]	7	7	15

The extension activities carried out by various Departments in the neighbourhood community to sensitize students connected with social issues for their holistic development is found to be connected with the Covid -19 pandemic in the year 2020-21.

In the Academic Year 2020-21 research grant of Rupees 18,000 is received by the Department of Mathematics from Islamiah College (Autonomous), Vaniyambadi for the execution of research projects.

The Departments have conducted workshops /seminars through Online mode during the Covid - 19 lockdown .The details of Online workshops /seminars conducted by Departments is given below.

S.No.	Department	No. Of Workshops/Seminars	Total No. Of Participants
1.	ENGLISH	-	-
2.	TAMIL		
3.	URDU&ARABIC	2	400
4.	HINDI		
5.	HISTORY		
6.	B.BA.	-	
7.	MATHEMATICS		
8.	PHYSICS	1	90
9.	CHEMISTRY	3	417
10.	BIO-TECH	1	165
11.	BIO-CHEM		
12.	COMP. SCI.	1	200
13.	B.COM.[C.A]	3	1154
14.	B.COM.[F.A]	2	203
15.	B.COM.[GEN]	1	20

The research work done by the Departments is supported with the publications and details of research papers published in CARE journals notified by UGC during 2020-21 is given below.

S.No.	Department	No. of Teachers	No. of Papers
1.	ENGLISH	-	-
2.	TAMIL	1	1
3.	URDU & ARABIC	-	-
4.	HINDI	-	-
5.	HISTORY	4	7
6.	B.BA.	2	11
7.	MATHEMATICS	3	4
8.	PHYSICS	2	10
9.	CHEMISTRY	2	6
10.	BIO-TECH	2	3
11.	BIO-CHEM	-	-
12.	COMP. SCI.	-	-
13.	B.COM.[C.A]	-	-
14.	B.COM.[F.A]	1	1
15.	B.COM.[GEN]	9	16

The faculty members of Tamil, Hindi, Mathematics, Biotechnology, Computer Science and Commerce have contributed significantly in the publication and edition of books

and chapters. The books published by the faculty of Computer Science and Commerce are found to be the study materials for the students.

Awards and recognition received by teachers and students for extension activities is given below.

S.No.	Department	No. of Awards/Recognition Received By	
		Teachers	Students
1.	ENGLISH	-	-
2.	TAMIL	4	-
3.	URDU & ARABIC	-	-
4.	HINDI	3	-
5.	HISTORY	-	-
6.	B.BA.	6	-
7.	MATHEMATICS	-	-
8.	PHYSICS	3	2
9.	CHEMISTRY	2	
10.	BIO-TECH	7	
11.	BIO-CHEM	1	
12.	COMP. SCI.	-	-
13.	B.COM.[C.A]	-	-
14.	B.COM.[F.F]	-	-
15.	B.COM.[GEN]	6	-

One student from the Department of Physics has participated in the NCC program organized by NCC Directorate (TN, P & AN), NCC group, Madras 'A'.

The Departments maintaining functional MoU's with the institutions of National /International importance, universities, industries, corporate house etc. during the year 2020-21 is given below.

S.No.	Department	No. of MoU's	No. of Students Benefited
1.	ENGLISH	-	-
2.	TAMIL	-	-
3.	URDU & ARABIC	-	-
4.	HINDI	-	-
5.	HISTORY	2	
6.	B.BA.	-	-
7.	MATHEMATICS	-	-
8.	PHYSICS	-	-
9.	CHEMISTRY	2	100
10.	BIO-TECH	3	51
11.	BIO-CHEM	3	
12.	COMP. SCI.	-	-
13.	B.COM.[C.A]	-	-
14.	B.COM.[F.A]	1	29
15.	B.COM.[GEN]	2	-

All the Departments are provided with classrooms and seminar halls with ICT enabled facilities. Students are encouraged to participate in the academic as well administrative activities. Students are members in the board of studies of all the Departments and their suggestions are considered for syllabus revision and introduction of new courses.

The final year students are encouraged to participate in the placement programs arranged by the college. The placement of students in private companies is reported by concerned department.

The teachers of the various Departments have undergone Online / face-to-face Faculty Development Programmes during the year 2020-21 .The details of the Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc. attended by the faculty members is given below.

S.No	Department	No. Of Teachers Who have Undergone The Programs	No. of Online Programs	No. Of Orientation/ Refresher/Short Term Courses
1.	ENGLISH	1	10	3
2.	TAMIL	4	9	1
3.	URDU& ARABIC	-	-	-
4.	HINDI	1	3	1
5.	HISTORY	6	23	23
6.	B.BA.	5	25	1
7.	MATHEMATICS	1	-	1
8.	PHYSICS	5	6	2
9.	CHEMISTRY	7	20	9
10.	BIO-TECH	3	-	5
11.	BIO-CHEM	5	19	5
12.	COMP. SCI.	13	100	68
13.	B.COM.[C.A]	2	-	4
14.	B.COM.[F.A]	5	11	7
15.	B.COM.[GEN]	-	56	27

To maintain the institution values the departments follow many best practices

## **ACTIVITIES OF STUDENTS SUPPORT SERVICES**

### **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

IQAC plays a significant role in improving, maintaining and sustaining the quality of education in any institution. The IQAC of our college is no exception to this. The role of Islamiah College IQAC is evident in each and every academic activity in the campus – like IQAC meetings, orientation programmes for staff and students, conducting internal & External Audit, ensuring compliance to rules and regulations, amendments of various regulatory bodies. Following is the Annual Report of IQAC for the Academic Year 2020-21.

## Online Faculty Development Programme On 'OUTCOME BASED EDUCATION & DIGITAL TEACHING AND LEARNING'

The Internal Quality Assurance Cell (IQAC) of Islamiah College (Autonomous), Vaniyambadi, organized an Online Faculty Development Programme for the Faculty Members of Colleges and Universities on the topic 'OUTCOME BASED EDUCATION & DIGITAL TEACHING AND LEARNING'. The FDP programme was organized on 14.06.2020 through Islamiah College Learning Management System (ILMS). Dr. Major Syed Shahabuddeen, Director, Non-Formal Education, VMES, Vaniyambadi, enlightened the participants on the topic 'OUTCOME BASED EDUCATION'. Dr. J. Nafeesa Begum, Head & Associate Professor, Department of Computer Science & Engg., Government College of Engineering, Bargur, Tamil Nadu, demonstrated to the participants on 'DIGITAL TEACHING AND LEARNING'. The programme received overwhelming response with more than 300 participants registering for the programme but due to limitations in Online Webinar Platforms, only 200 could participate in the programme and all the participants were given certificates. Both the presentations were so fantabulous that it received wide appreciation from the participants and participants were requesting for more such programmes on the same topic.

### IQAC – Teaching Staff Meeting

The Internal Quality Assurance Cell (IQAC) of our College conducted a Meeting of the Teaching Staff through Google Meet on Monday, 20.07.2020 at 11.00 am, to discuss the conduct of Online Classes to the College Students as per the regulations of the Tamil Nadu Government. The meeting was attended by 100 staff members of the college. Dr. T. Mohamed Ilyas, Principal, Dr. S. Raja Md. Kamil, Vice Principal & IQAC Coordinator, Dr. F. Liyakath Ali Khan, COE, Dr. A. Liyakath Ali, Member Syndicate - Thiruvalluvar University and Staff Members deliberated in detail on how to conduct the Online Classes effectively.

### UGC/CSIR NET/SET COACHING CLASSES

The Internal Quality Assurance Cell (IQAC) of our College organized THREE DAY UGC/CSIR NET/SET COACHING CLASSES, at the National Level, on 27<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup>

July, 2020, for 9 subjects which include Mathematical Science, Physical Science, Chemical Science, Life Sciences, English, History, Computer Science, Commerce and Management. Subject Experts, from each Department of the college, delivered their lecture through YouTube. The programme received overwhelming response from the UGC/CSIR NET/SET aspirants. In total, 720 students from across the country participated in the Coaching Classes and immensely benefitted from it.

### Online Orientation Programme on 'QUALITY ENHANCEMENT AND SUSTENANCE IN TEACHING AND LEARNING'

The Internal Quality Assurance Cell (IQAC) of our College organized an Online Orientation Programme on 'QUALITY ENHANCEMENT AND SUSTENANCE IN TEACHING AND LEARNING' to Faculty Members through Google Meet on Wednesday, 2<sup>nd</sup> September, 2020. The Programme commenced sharply at 10.30 am with the welcome address by Dr. S. Raja Md. Kamil, IQAC Coordinator & Vice Principal. Dr. T. Mohamed Ilyas, Principal, gave Presidential Address and enlightened the significance of the programme. The First Resource Person of the Programme, Dr. Jayashree Ghosh, Director, Management Studies, Anna Adarsh College for Women, Chennai, delivered a lecture on 'Bench Mark in Qualitative Metrics'. Dr. Major Syed Shahabuddeen, Director, Non-Formal Education, Vaniyambadi Muslim Educational Society, Vaniyambadi, enlightened the Faculty Members on various 'Best Practices of High Performing Institutions'. The Programme concluded with the Vote of thanks by Dr. S. Raja Md. Kamil, IQAC Coordinator & Vice Principal. Around 120 participants, from Islamiah College (Autonomous) and Islamiah Women's College participated and benefitted from the Programme. E-Certificates were issued to the participants upon the submission of Feedback Form. The programme received wide appreciation from the Participants.

### Online Faculty Development Programme on 'PRIME PEDAGOGY' co-hosted with MEASI

The Internal Quality Assurance Cell (IQAC) of Islamiah College joined hands with MEASI Institute of Management, Chennai to organize an Online Orientation Programme

titled PRIME PEDAGOGY for the benefit of the teaching staff members on 14.09.2020, Monday. The staff members of Islamiah College (Autonomous) and Islamiah Women's College, Vaniyambadi and of MEASI Institute of Management participated in the programme which was conducted through Zoom meeting platform from 2:30 to 4:00 pm. Dr. T. Mohamed Ilyas, the Principal of Islamiah College, delivered inaugural address. Mr. L. M. Muneer Ahmed, Secretary & Correspondent, Islamiah College and Dr. D. Nisar Ahmed, the Director, MEASI Institute of Management offered felicitations. The Resource Persons: Dr. T. M. A, Hameed Kan, Dr. Farhath Khan and Dr. S. G. Balaji, Associate Professors of MEASI Institute of Management, highlighted the various aspects of pedagogical methods very effectively. Prof. S. Sumiya, Assistant Professor, convened the Zoom meeting. Dr. S. Raja Mohamed Kamil, Vice-Principal & IQAC coordinator proposed vote of thanks. Nearly 80 participants attended the programme and received the certificates.

### Orientation Programme on NAAC ASSESSMENT AND ACCREDITATION PROCESS

The Internal Quality Assurance Cell (IQAC) of the College organized an Orientation Programme to all the Teaching Faculty Members of the college on the topic 'NAAC Assessment and Accreditation Process' on 6<sup>th</sup> January 2021 in the Seminar Hall. The programme commenced with the invocation which was followed by the Welcome Address by the Vice Principal and IQAC Coordinator, Dr. S. Raja Md. Kamil. Janab L.M. Muneer Ahmed, Secretary & Correspondent, graced and presided over the programme. Dr. T. Mohamed Ilyas, Principal & HOD of Commerce, addressed the audience elaborately on the topic 'Quantitative Metrics in SSR'. He also highlighted the significance of NAAC Assessment and Accreditation and solicited cooperation from each and every staff member. Dr. Major Syed Shahabuddeen, Director, Non Formal Education, discussed in detail on various Qualitative Parameters of NAAC Assessment and Accreditation including Institutional Values and Best Practices. Dr. A. Liyakath Ali, Associate Professor & HOD of Biochemistry, enlightened the significance of proper documentation and filing and also detailed the procedure of Documentation and Filing. The Programme came to an end with the Vote of thanks. More than 100 Teaching Staff Members attended the programme and benefitted from it.

### NAAC PEER TEAM VISIT

The NAAC Peer Team consisting of three members, Dr. Karamjeet Singh as Chairman, Dr. AshanRiddi as Member Coordinator and Dr. Gigi Thomas as Member of NAAC Peer Team, visited our college on 27<sup>th</sup> and 28<sup>th</sup> January 2021 for NAAC Assessment and Accreditation of our college for 3<sup>rd</sup> Cycle. The NAAC Peer Team was given a grand reception, near the Admin Block of the college, by the Members of Management, Teaching and Non-Teaching Staff, Students and NCC Cadets. The NAAC Peer Team visit and programmes were as per the schedules sent by NAAC. First session of 27<sup>th</sup> January 2021 started with the Principal's Presentation by Dr. T. Mohamed Ilyas, Principal, in the IQAC Conference Hall. It was followed by HODs presentation in the Seminar Hall. In the Second Session, Dr. Karamjeet Singh, Chairman of NAAC Peer Team and Dr. Gigi Thomas, Member of NAAC Peer Team, visited various Departments, Library and various other physical, infrastructural facilities. Dr. AshanRiddi, Member Coordinator of NAAC Peer Team, verified various files of IQAC, Office and Administration. The Peer Team Members visited Mushroom Hut, Herbal Garden, Office of COE and various other places. The NAAC Peer Team Visit concluded with the Preparation of Peer Team Report by the Peer Team Members and Exit Meeting on 28<sup>th</sup> January 2021.

### One Day Workshop on 'RESEARCH METHODOLOGY IN SOCIAL SCIENCES'

The Internal Quality Assurance Cell (IQAC) of Islamiah College organized a One Day Workshop on 'RESEARCH METHODOLOGY IN SOCIAL SCIENCES' for Faculty Members and Research Scholars on 20.02.2021 at Commerce Computer Lab for promoting research among Faculty Members and Research Scholars. The Inaugural Session of the Workshop commenced with the invocation by Mr. A. Khaleequzzaman, IQAC Member followed by the welcome address by Dr. S. Raja Md. Kamil, IQAC Coordinator and Vice Principal. Dr. T. Mohamed Ilyas, Principal, gave presidential address and stressed the importance of doing quality research and also enlightened the significant concepts of Research Methodology. In the Technical Session-I on 'Research Process: Theory', Resource Person, Mr. B. Fuzail Ahmed, Assistant Professor of Business Administration, addressed the

audience, of Faculty Members and Research Scholars of Social Sciences, enlightening various concepts of Research Methodology and also highlighting elaborately on the Research Process. During the Technical Session II on 'Research Process: Practical', the Resource Person, provided hands on training to Faculty Members and Research Scholars on important topics such as 'How to collect review of literature?' and 'How to carryout Analysis and Interpretation?'. The workshop was attended by Faculty Members and Research Scholars from Islamiah College (Autonomous), Vaniyambadi, Marudhar Kesari Jain College for Women, Vaniyambadi and Sacred Heart College (Autonomous), Tirupattur. The programme concluded with vote of thanks.

#### Visit of IQAC Members of C. Abdul Hakeem College of Arts & Science (Autonomous), Melvisharam

The Principal and Members of Internal Quality Assurance Cell (IQAC), C. Abdul Hakeem College of Arts & Science (Autonomous), Melvisharam, visited our College on 02.02.2021 for comprehending various components of revised NAAC Assessment and Accreditation Process.

#### Visit of IQAC Members of the New College, Chennai

The Principal, COE and Members of Internal Quality Assurance Cell (IQAC), The New College (Autonomous), Chennai, visited our College on 10.02.2021 for comprehending revised NAAC Assessment and Accreditation Process.

The team of The New College (Autonomous), Chennai, consisting of the Principal, the Controller of Examinations, the Coordinator and the Members of IQAC, interacted with Dr. T. Mohamed Ilyas, Principal of Islamiah College, Dr. Major Syed Shahabuddeen, Director of Non-Formal Education, Dr. S. Raja Md. Kamil, Vice Principal, Dr. A. Liyakath Ali, Head & Associate Professor of Biochemistry, Dr. F. Liyakath Ali Khan, Controller of Examinations and IQAC Members of Islamiah College.

Dr. T. Mohamed Ilyas, Principal, elaborated the revised NAAC Assessment and Accreditation Process. Dr. Major Syed Shahabuddeen, Director of Non-Formal Education, highlighted important Qualitative Metrics, Best Practices and Institutional Distinctiveness.

The team members also discussed with the COE, HODs and IQAC Members. The team of The New College visited the office of the COE, Admin Office, Herbal Garden, Library, Mushroom Hut, Swimming Pool etc.

### Sharing of Best Practices with the Staff Members of the New College, Chennai

Twenty Eight Staff Members of the New College (Autonomous), Chennai, visited the Islamiah College again on 20<sup>th</sup> February 2021. During this visit, Islamiah College shared its Best Practices with the Staff Members of the New College, Chennai. Staff Members visited respective departments and support services to comprehend the Best Practices of the Departments and Support Services.

### One Day Workshop on 'RESEARCH METHODOLOGY IN LIFE SCIENCES'

The Internal Quality Assurance Cell (IQAC) of Islamiah College organized a One Day Workshop on 'RESEARCH METHODOLOGY IN LIFE SCIENCES' for Faculty Members and Research Scholars of Life Sciences on 16.03.2021 at Seminar Hall for promoting research among Faculty Members and Research Scholars.

The Inaugural Session of the Workshop commenced with the invocation by Mr. A. Khaleequzzaman, Programme Coordinator. Dr. S. Raja Mohamed Kamil, Vice Principal and IQAC Coordinator welcomed the gathering and enlightened the importance of Research. Dr. T. Mohamed Ilyas, Principal, delivered Key Note Address and highlighted the significance of the Workshop and Research in the present scenario.

In the Technical Session - I, Dr. H. Abdul Jaffar Ali, Assistant Professor and HOD of Biotechnology, delivered a thought-provoking speech on 'Research Design and Thesis Writing' through PowerPoint Presentation.

In the Technical Session – II, Dr. S.U. Mohammed Riyaz, Assistant Professor of Biotechnology, delivered a comprehensive speech on 'Funding Agencies for Faculty Members and Research Scholars' through PowerPoint Presentation.

The workshop was attended by Faculty Members and Research Scholars from Islamiah College (Autonomous), Vaniyambadi, Islamiah Women's College and KMG College of Arts and Science. The programme concluded with the Valedictory Address and Vote of thanks by Dr. S. Raja Md. Kamil, Vice Principal and IQAC Coordinator.

## Report on the Online Orientation Programme on 'STUDENT CENTRIC METHODS OF TEACHING'

The Internal Quality Assurance Cell (IQAC) of the Islamiah College (Autonomous) and the MEASI Institute of Management jointly organized an Online Orientation Programme to all the Teaching Faculty Members of the college on the topic 'STUDENT CENTRIC METHODS OF TEACHING' on 26<sup>th</sup> April 2021. The programme commenced with the invocation which was followed by the Welcome Address by the Vice Principal and IQAC Coordinator, Dr. S. Raja Md. Kamil. Dr. T. Mohamed Ilyas, Principal & HOD of Commerce, gave Presidential Address. Dr. D. Charumathi, Assistant Professor, MEASI Institute of Management commenced the Technical Session by addressing the audience of Faculty Members on the topic 'Flipped Classrooms and Simulation'. Prof. S. Sumiya, Assistant Professor, MEASI Institute of Management addressed the audience on the topic 'Jig-Saw Method and Inquiry Based Learning'. Prof. W. Shabeena Shah, Assistant Professor, MEASI Institute of Management gave a PowerPoint Presentation on the topic 'Index Card and KWL'. The programme, conducted through Zoom Platform, was attended by 98 Faculty Members from our College and neighbouring Colleges. The programme on 'Student Centric Methods of Teaching' received wide appreciation from the Faculty Members. The programme concluded with the vote of thanks.

## DEPARTMENT OF CONTROLLER OF EXAMINATIONS (COE)

The department of Examination is headed by the control of examination. The Office of the Controller of Examinations is located in the First floor of the Administrative building. The office is spacious and is air-conditioned, and has a large amount of storage capacity to store papers and other examination material. The office also has an attached strong room. There is a separate cabin for the Controller of Examinations. The office of the Controller of Examinations was established in September 2010, soon after the college obtained its autonomous status from the UGC. The examination department has been working independently for the conduct of Autonomous Examinations. The office of the Controller of Examinations conducted its first End Semester Examination in November, 2010. The Office of the Controller of Examinations is headed by a Controller of Examinations assisted by

Coordinator of Examinations and Supporting Staff. The Information Technology (IT) integration in the COE office has facilitates all modules of examinations process starting with online application download to final mark sheet printing.

### Infrastructural Support from the Management

The management of Islamiah College (Autonomous) has constructed and provided a new building exclusively for the department of examinations. The Office of the CoE is equipped with the state-of-the-art technology infrastructure for effective functioning:

- High configuration Server and computers with LED monitors, which are kept away from access by outsiders to the office of the COE
- It has provided software support from iGrapix Solutions, Chennai, which supports all days (24x7) to manage the examination process. The system is secure and foolproof. Moreover it has provided trained personnel who are able to exploit the system fully
- Three large Laser Jet printers with A3 and A4 printing capability and Digital Stencil Copier for rapid printing of a large number of copies of question papers and examination related documents. High Speed Scanner to scan OMR sheets during centralized valuation process.
- An exclusive uninterruptible 10 KVA power supply (UPS) system with effective backup capacity
- Automatic backup system that keeps regular backups of all data, so that any loss due to technical disasters is negligible

### The Responsibilities of the office are

- Preparing academic calendar which includes all the academic related activities
- Conducting CIA Tests and the End Semester Autonomous Examinations
- Processing and Publishing results in time.
- Issuing Certificates such Statement of Grade, Consolidated Statement of Grade and Transcript
- Sending a list of successful candidates with their CGPA and photo to Thiruvalluvar University for issuing Provisional and Degree Certificates.

## Functions of the office of the Controller of Examinations'

The Office of the Controller of Examinations is an autonomous body with well-defined responsibilities. The functioning of the Controller of Examinations is totally computerized which helps in time bound conduct of examinations, declaration of results and in making the system transparent and accountable.

- Receives the Academic Council approved Regulations & Schemes of Examinations, and a copy of the Syllabi for all programmes from the Principal.
- Receives the Bio-Data forms of First year UG, PG and M.Phil students from the respective departments.
- Appoints question paper setters and receives question paper sets with key and detailed schemes of valuation.
- Conducts centralized CIA I & CIA II Tests for all programmes.
- Arranges for download of End Semester Examination applications for UG, PG and M.Phil through students login facility
- Announce the schedule of End Semester Examinations of all programmes
- Arranges to conduct the Practical Examinations, Project work including Viva voce to all required Courses.
- Receive practical OMR mark sheets from the respective departments
- Receive the filled in Examination Applications from UG, PG and M.Phil Students and upload the same in Exam Cell software through QR code.
- Preparing and registration of the list of candidates and the subjects, for which they appear.
- Arranges to download Hall Ticket.
- Generates login facility to each mentor to enter CIA marks through intranet.
- Appoints Scrutiny Committee to scrutinize End Semester Examinations question papers.
- Printing and sealing of End Semester Examinations question papers and handed over to Controller of Examinations for safe custody.
- Arrange to distribute End Semester Examinations Time-Table to respective department for Notice Board display and made available in the college website.

- Appoints Observer and Squad for End Semester Examination.
- Conducts the End Semester Examinations after getting approval from the Chief Superintendent.
- Appoint examiners for evaluation of End Semester Examinations answer scripts.
- Dummy number generation for received answer scripts.
- Arranges for evaluation of papers.
- Organises the result passing board.
- Publishes the results, issues the Statement of Grade and Consolidated Statement of Grade to the students.
- Arranges for the revaluation of answer scripts whenever necessary or requested by the concern student.
- Arranges for conduct of instant examinations for outgoing students after the publication of final results.
- Arranges to get the Provisional Certificates and Degree Certificates from the Affiliating Thiruvalluvar University.

### Evaluation process

Question papers received from the setters are scrutinized by a Committee appointed for the purpose (known as QP Scrutiny Committee) before the conduct of the End Semester Examinations. The duties of the board are to carry out the following:

- To check whether every question paper is as per norms with regard to equal coverage of questions from each unit.
- To check the spelling and other errors
- To approve the question paper

### Security and Confidentiality

The question papers are typed, printed and copies made in the office of the COE. They are sealed and kept in the strong Room under the direct custody of the COE. The packed question papers are handed over to the Chief Superintendent for the conduct of

examinations on the day of examination - to be opened half an hour before the commencement of examinations.

- The answer scripts are packed and sealed immediately after the examination for the session are over and handed over to the COE.
- Evaluation is done by external/internal examiner.
- Single valuation for both UG and PG programs.
- For PG Programmes, all examiners appointed are external.
- Evaluation of practical exam is made jointly by one internal and one external examiner recommended by the Head of the Department of the concerned.
- Moderation upto 3 to 5 marks maybe given to those students who fail to secure the aggregate passing minimum of 40% and 50% in UG and PG programs respectively on the recommendation of the Board of Examiners.
- Results are published immediately after the approval of the Passing Board soon after evaluation.

### Transparency

- Any student can get a photocopy of the valued answer scripts by paying the Prescribed Fee.
- Any student can seek revaluation for only one current arrear paper of a particular semester. Revaluation of more than one paper will be allowed only on the basis of the recommendation of the Head of the Department concerned however, revaluation of previous semester paper is not allowed.
- Internal assessment is finalized only if accepted and signed for by the students

### Instant Examination

Instant Examination is conducted every year during the month of June/July for those candidates who have completed their study and have not passed in only one paper. The fee for Instant Examinations shall be fixed by the Governing Body from time to time. A separate Grade sheet is issued for instant examination.

## Examination Reforms

The controller of examination has brought the following reforms for the benefit of student community

1. The office of the Controller of Examinations is preparing the Examination Calendar, well before the start of the academic year, which would enable the Academic section, to plan & prepare the Academic Calendar every year. The Examination Calendar for Odd & Even semesters, Course structure for UG, PG & M.Phil programs were included in Student's Hand Book.
2. Introduction of OMR based answer script for the paper Value Education & Environmental Studies
3. Entry of CIA marks via intranet/internet from the respective departments.
4. CIA answer scripts are shown to the students after evaluation for their information which provides transparency and accountability in the evaluation process and students grievances are taken care of and are redressed in a timely manner.
5. The absentees of the internal tests are given an opportunity by head of the department if they have valid reasons.
6. Question papers for 100% CIA courses and OMR based examination shall be set by the respective mentor and scrutinized by the HoD of the respective department.
7. The question papers are checked for the correctness, timing, and traits of Bloom's taxonomy including higher order thinking skills.
8. Provision for change of M.Phil. Dissertation title, if needed, a separate application should be submitted at least 15 days in advance prior to the last date for submission of dissertation with prescribed fee.
9. Appointment of observer/squad will be decided by the Principal time to time
10. Examination for all the arrear papers (theory only) will be conducted along with regular End Semester Examinations.
11. Instant examinations will be conducted for those candidates who have completed their study and have not passed in only one paper
12. End semester examination Time-Table and seating arrangements are automated.
13. Receives End semester examination applications through QR code, which would easily enable the authenticity.

14. New format of Answer Booklet is introduced from April 2019, with student's photo, Subject details (Course, Subject code, Register No, date of examination) with QR code for security and benefit of students.
15. Randomized dummy number generation from the QR code of answer script.
16. Results are declared within three to five days from the last day of examination.
17. The students are given an option to apply either for getting photocopy of the evaluated answer sheets or revaluation.
18. When the students apply for the revaluation, the answer sheets are not evaluated by the examiner, who has done the first round of evaluation. The same would be given to a senior faculty member, who is a known subject expert, for revaluation.
19. If the difference in the marks scored by the candidate by the two examiners is less than 10, then the highest mark would be awarded to the candidate.
20. On the other hand, if the difference of marks awarded by the two examiners is more than 10, then the revaluation process would be allotted to a third examiner. After third evaluation, COE decision would be the final.
21. The office of the COE has appointed internal squad for the prevention of malpractices in the internal & End semester examination.
22. To make the system and process more transparent and precise, an examination manual has been brought out by the Office of COE and the same is disseminated to all the stakeholders.
23. Scribe facility is provided for the needy students.
24. End semester examination application download through student login.
25. Online examination fee payment.
26. Hall Ticket downloads.
27. Attendance percentage view to the individual student.
28. Exam seating arrangement in web portal for student view.
29. Online payment system is followed in the office of the Controller of Examinations for Exam. Hall invigilators, practical examiners and evaluators.

### Security Features of Grades and Consolidated Mark Statement

To ensure the security of grades and consolidated mark statement, the COE office has incorporated the following security features.

- Introduction of photographs of candidates on Grades and consolidated mark sheet
- Unique background with complex pattern and textured layout
- Micro text throughout the sheet.
- Accountability Number.
- Customized design and print setup.
- Barcode & QR code printing.
- Hologram with Islamiah College Logo.
- Distinct marking for different students.
- Date of print and names of reader and verifier.
- Manual signature of COE in individual Grade Card & Consolidated Marks statement

### Process of IT integration

As a measure of time saving and transparency, the office of COE has integrated Information Technology in the examination process

- Generation of Semester-wise, Degree-wise, Class-wise course list.
- End Semester Examination Time table is processed and made available in individual department notice board and in the college website.
- Randomized student's seating arrangement in Examination Hall.
- Preparation of Hall invigilators duty List.
- General Attendance entry of all courses by separate staff member in the Office.
- Preparation of individual student profile.
- Preparation of student's ID card
- Question paper setting order sent by COE.
- Computerized online Hall tickets are generated with photograph of the student for identification during the examination with regular and arrear papers list.
- Online payment of examination fee has been introduced
- Entry of CA mark, Assignment mark attendance mark by respective mentor.

- Preparation of semester-wise attendance percentages for individual student.
- Final attendance shortage list generated from system and stoppage entry enable.
- OMR generation for Practicals and Theory Evaluation.
- Students, Parents & Staff to view Exam schedule, result in college Website.
- Result analysis report :
  - (i) Course – wise percentage before moderation
  - (ii) Re-appear list before moderation
  - (iii) Moderation list before moderation for passing board
- Pass Certificate
- Pass percentage for individual course.
- Publication of Exam Time table.
- Preparation of examination Galley
- Result published in college website on the same day of Result Passing Board.
- Semester-wise final Grade Cards, Consolidated Mark Statement Printing.
- E-verification for student records.
- Error generation in examination system is gradually minimized.
- Examination communication systems have been improved.
- Result Publication period from the last day of examination have been reduced drastically to 3 to 5 working days.
- IT integration contribution to our college has facilitates the smooth function of the Examination system.

### Redressal of Student Grievances

- Grievances of the students such as online examination form, incorrect entry of marks, queries related to course codes, wrong entries in names, hall tickets etc., are addressed in stipulated time by the office of Controller of Examinations.
- The grievances regarding internal theory and practical examinations are resolved immediately by the concerned teacher and HOD of the respective department.
- Internal Examination answer scripts are shown to the students after the assessment by the concern course teachers for further clarification of the students.

- A time-bound Redressal mechanism is suggested by the COE office, as per the guidelines and rules set by Tamil Nadu State Council of Higher Education (TANSCHHE).
- Students can put their examination related queries through the suggestion box kept in the Administrative College office Building.

### End Semester Examinations and Publication Of Results

Autonomous M.Phil Examination was conducted from 01-11-2020 to 05-11-2020 at College campus with strictly adhering the SOP issued by the Government of Tamil Nadu. Autonomous Odd Semester Examinations for UG [III & V Semester] and PG [III Semester], was conducted from 16-12-2020 to 23-12-2020 for regular and arrear students and results were published on 19-01-2021. Autonomous Odd Semester Examinations [November 2020] for I Year UG students was conducted from 15-02-2021 to 20-02-2021 and for PG students from 01-03-2021 to 05-03-2021. Results for UG Programme were published on 23-03-2021 and for PG programme on 06-03-2021.

The Office of the Controller of Examination has introduced Online End Semester Examinations from April 2020. Examination application, online hall tickets were downloaded from college website through students' login portal. The COE office also introduced Examination fee payment through UPI and students can view their attendance status in college website through student login portal. Teslin Sheets Grade Cards and Consolidated Marks Statements introduced for all Programmes from April 2020 Examinations for the benefit of Students. Autonomous M.Phil. Degree Viva Voce Examinations was conducted during the month of March and result were published on 23-03-2021. Autonomous End Semester Examination for May 2021 was conducted from 05-05-2021 to 31-05-2021. The results for final year UG and PG students were declared on 02-06-2021 and for I & II year UG students on 10-06-2021 respectively. The Teslin Grade Cards and Consolidated Marks Statement were issued immediately after the publication of final year results for UG & PG students.

The End Semester Examination of both April 2020 and November 2020 got 100% pass percentage in all the courses. In May 2021 End Semester Examination excepting B.A

(English) programme, which got the pass percentage 91.43% all other programmes got 100% pass percentage.

The office of the Controller of Examinations has organized College Day Celebrations on 24-03-2021, at Allama Iqbal Auditorium. Dr. N. Ramalakshmi, Joint Director of Collegiate Education, Vellore Region, Vellore, was the Chief Guest.

The office of the Controller of Examinations has organized 14<sup>th</sup> Board of Studies Meeting of Islamiah College [Autonomous], Vaniyambadi for III and IV Semesters for UG & PG Programmes on Wednesday 31<sup>st</sup> March 2021 at 11-00 am. through online mode in view of Second Covid-19 wave.

The office of the Controller of Examinations has also organized 14<sup>th</sup> Academic Council Meeting of Islamiah College [Autonomous], Vaniyambadi was held on 30-06-2021 at 11-30 am. through online mode. The Secretary & Correspondent Mr. L. M. Muneer Ahmed welcomed the Academic Council Members. The Chairman and Principal of the Academic Council Meeting Dr. T. Mohamed Ilyas was presided over the Academic Council Meeting. The Thiruvalluvar University Nominees, Experts from outside the College, Chairman of Board of Studies and Teachers Representatives were attended the meeting. The Chairman of the Board of Studies for UG & PG programmes were moved the III & IV Semesters Syllabi for the Academic year 2021-2022. The Controller of Examinations moved the results of online Odd & Even Semester Examinations for the year April 2020, November 2020 and May 2021. The Experts from the outside College appreciated the digitalization of the Office of the Controller of Examinations and Library.

The office of the Controller of Examinations has organized Nineteenth Finance Committee Meeting (Online) of Islamiah College [Autonomous], Vaniyambadi scheduled on Saturday 17<sup>th</sup> July 2021 at 11-30 a.m. through blended mode in-view of the second COVID-19 wave. The Registrar / Finance Officer, Thiruvalluvar University, Vellore, attended the meeting through online.

### Future Plan of Department of Examination

To introduce Digital Evaluation System for internal & End semester Examination.

The digital evaluation system enables evaluators to mark a scanned script or online response on the computer screen itself, rather than on paper. Every process that is followed

in the manual evaluation of papers can be replicated in this system. Digital evaluation reduces the administrative efforts of the evaluators, along with enhancing the quality of evaluation and making it a transparent and secure process

### **DEPARTMENT OF CENTRAL LIBRARY AND INFORMATION SCIENCE**

The Library was established in the formative years of the College. The College witnessed the Library crossing one milestone after another to become a mammoth monolith with a collection exceeding 82,000 books on its shelves. The Library houses not only the subject books but also rare collections of philosophy, logic, politics and languages. The Library functions on the basis of Open Access System in which the students and staff have facilities for unlimited usage of the treasure trove.

The College provides ample scope and opportunity to the students to read and learn a lot from a wide spectrum of newspapers, magazines and periodicals available in the Reading Room. The College subscribes 125 National and international periodicals and 8 newspapers. We have back volumes (Journals) **2858**, M.Phil., Dissertations **864**, Ph.D. Theses **150** and CD/DVD **523**. The College has a Video Library with video cassettes and CDs relevant to curriculum. For the benefit of the staff, postgraduate students and research scholars, the Library has a Computer Centre with internet facility. The college has been subscribing more than 30,00,000 e-books and 6000+ e-journals through INFLIBNET & DELNET. The Library has NPTEL e-learning video courses, and also provides DSpace for College Repository system.

The Reference Section of the Library quenches the scientific thirst of the scholars of host and surrounding institutions. The Library has Reprographic facility WiFi enabled and fully automated by SOUL 2.0 software and all books are bar-coded. Virtual Library was launched on 30th September 2014. Library Hand Book- A User Manual highlighting "How to make use of Library Resources including e-Resources" is readily available and distributed to all Students and Staffs'. They are trained by the Librarian through orientation Programmes at regular interval of time. This is one of the best practices of the Library.

Report on Students' Attendance: The students' usage ratio has been 38% per day (Five days 1.3.2021 to 6.3.2021)

### Articles Published in Online Journals:

- Academic audit in Libraries: With special reference to NAAC accredited colleges, International Research: Journal of Library and Information Science,
- Role of INFLIBNET Access in Arts & Science College Libraries: With Special Reference to Islamic Management Colleges of Tamil Nadu, ,International Research: Journal of Library and Information Science.
- Role of Open Source software for Digital Content Creation, Management, Preservation and Delivery, Proceedings of the International Conference conducted by the Bharathiar University, Coimbatore.
- Role of DELNET in Engineering College Libraries: With special reference to Islamic Management Colleges of Tamil Nadu, Indian Journal of Information Sources and Services, 10(1),2020

### Online Quiz Programmes Organized:

1. The Department of Library and Information Science has organized Quiz Programme on ROLE OF LIBRARIES FOR EDUCATION AND RESEARCH from 27.6.2020 TO 2.7.2020. Under this quiz programme there were 25 questions framed on the topic of Library science, Research Methodology and Higher Education. There are 374 Participants were attended across the country.
2. The Department of Library and Information Science and P.G Research Department of History jointly organized Quiz Programme on International Islamic History Quiz on "Prominent Companions of Prophet Muhammad (PBUH) from 9.7.2020 to 16.7.2020. Under this quiz programme there were 25 questions framed on the topic of Library science, Research Methodology and Higher Education. There are 2070 Participants were attended across the country.

### Resource Person

Dr.N.Abdul Latheef Librarian has participated as a resource person on the Workshop On DSpace Institutional Repository System at Islamiah women's Arts & Science College, Vaniyambadi on 5.10.2020.

### Competition Programmes:

In order to commemorate the National Library week and the 131<sup>st</sup> Birth Anniversary of Pandit Jawaharlal Nehru, The department of Library and Information Science, PG & Research Department of History, Enviro Club & NSS Wing of our college organized competition Programmes. POSTER PRESENTATION & ESSAY COMPETITION on 14<sup>th</sup> to 20<sup>th</sup> November 2020.

### Seminar/Workshop/ Orientation Programme Organized:

The Department of Library and Information Science has conducted one day Orientation Programme on “INFORMATION RETRIEVAL SYSTEM & RESEARCH METHODOLOGY” on 26<sup>th</sup> December 2020 at Commerce Computer Lab, Islamiah College (Autonomous), Vaniyambadi. Dr.N. Abdul Latheef , Co-ordinator and Librarian was Welcome the gathering and Dr.T.Mohamed Ilyas, Principal has inaugurated the Orientation Programme. There are 70 participants (M.Phil., Ph.D., Research Scholars, and Faculty Members were attended the programme.

### Publications

1. ABDUL LATHEEF,N: INFLIBNET for Higher Education: Role of VIDYA-MITRA, Google Era Librarianship: Tools, Technologies and skills: Muthra Publishers, Tirunelveli 2020 pp.31-37 ISBN: 9788 19 4781 912
2. ABDUL LATHEEF,N: e-Content Development in Arts and Science Colleges: with Reference to Muslim Management Colleges of Tamil Nadu, IALA Journal, 8(2), July-Dec 2020 ISSN:2319-1392
3. ABDUL LATHEEF,N: TQM in Library and information Resource centre's: A practical approach, IALA Journal, V 8 (1), Jan-June 2020 pp.38-41
4. ABDUL LATHEEF,N (2020): Plagiarism: A practical Approach, International Journal of Science and Humanities, V.6 (1), 161-165

### Best Practices of the Department

- Library Handbook for user's guidance

- DSpace: Islamiah College Repository (software)
- Best Library User Award
- Orientation to Fresher's Every Academic Year
- Online Question Bank
- Conference/ Seminar/Workshop/Training Programmes conducted at regular intervals
- Faculty Publication displayed in Separate Cupboard
- E-Learning Centre (Swayam Prabha Higher Education Channel)
- Reprography Facility
- Extension Facility to Neighboring Colleges' Research Scholars, Faculty & Government Officials.

#### Future Plan of Department of library and information science

- To implement RFID technology
- To extend OPAC to Web OPAC
- To Create Career Guidance Section

The following are the highlights of departments of library and information science

<b>4.2.2 Library Services</b>						
Library Service Type	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	79,495	2,67,95,445	1410	4,55,816	80,905	2,72,51,261
Reference Books	1160	8,57,577	30	71,177	1,190	9,28,754
e-Books (INFLIBNET & DELNET)	30,00,000	19,470			30,00,000	19,470
e-Journals (INFLIBNET & DELNET)	6000&5000+	19,470	-	-	6000&5000+	19,470
Digital Database	National Digital Library of India					-
CD & Video	523	-	52	-	575	-
Library automation	2	50,000	-	-	2	50,000
Weeding (Hard & Soft)	3377	8,41,766	641	40,079	4018	8,81,845
Others (specify)	<b>DSpace: Islamiah College Repository</b>					

## **NATIONAL SERVICE SCHEME (NSS)**

NSS unit of Islamiah College (Autonomous), Vaniyambadi is regularly conducting various social awareness programmes to help the society in general and students' community in particular. Following are the details of extension and outreach programmes conducted by the institution through NSS during the Academic Year 2020-21 (including Government-initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

<b>Name of the Activity</b>	<b>Organising Unit/ Agency/ Collaborating Agency</b>	<b>Name of the Scheme</b>	<b>Month and Year of the activity</b>	<b>Number of students who participated in such activities</b>
E- Quiz on Yoga	NSS	International Yoga Day Celebrations 2020	June 2020	729(students and general public)
Cycling and Exercise	NSS	Fit India Movement	August 2020	23
My Teacher My Hero	NSS	Teacher's Day Celebration	September 2020	10
Opportunities in NEP	NSS	Webinar	September 2020	70
Online Quiz	NSS	Birth Anniversary Celebration of Mahatma Gandhi	October 2020	608( students and public)
Sapling Plantation	NSS	Birth Anniversary Celebration of Mahatma Gandhi	October 2020	3
Webinar on the Principles and Philosophy of Mahatma Gandhi	NSS	Birth Anniversary Celebration of Mahatma Gandhi	October 2020	66

Youth Awakening Day Elocution Competition and Poem Reading Competition	NSS	Birth Anniversary and Remembrance of Bharath Ratna, Dr. A.P.J. Abdul Kalam	October 2020	50
Participation in Essay and Poster competition	NSS	Vigilance Awareness week	November 2020	8
Participation in Legal Awareness Webinar	NSS	National legal services day	November 2020	62
Participation in NATIONAL YOUTH FESTIVAL 2021	NSS		December 2020	5
NATIONAL VOTERS' DAY Pledge	NSS	Voters' Awareness	January 2021	44
Mega Job Fair	NSS in collaboration with District Employment Office	Job Fair	February 2021	70 NSS volunteers and 75 NCC cadets
Awareness Program on Road Safety	NSS in collaboration with Police department	Road safety	February 2021	100 students and 60 auto drivers
100% voting pledge	NSS	Voters' awareness	March 2021	75 NCC Cadets and 250 Volunteers

### **NATIONAL CADET CORPS (NCC)**

NCC unit of Islamiah College (Autonomous), Vaniyambadi has carried out different activities to create awareness about discipline and physical fitness among the students community and society at large following are the details of extension and outreach

programmes conducted by the institution through NCC during the Academic Year (including Government-initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Name of the Activity	Organising Unit/ Agency/ Collaborating Agency	Name of the Scheme	Month and Year of the activity	Number of students who participated in such activities
Yoga at home	NCC	International Yoga day celebration 2020	June 2020	60 NCC cadets participate from home.
Tree plantation	NCC	Tree plantation	July 2020	4 NCC cadets participate from home.
Fit India Run	NCC	Running	August 2020	9 NCC cadets
Mega job fair	District Employment office collaboration with NCC and NSS	Job fair	February 2021	75 NCC cadets and 70 NSS volunteers

### **CAREER GUIDANCE & PLACEMENT CELL**

The career guidance and placement cell organised a campus interview of Allsec Technology Solution Pvt Ltd, Chennai on 19<sup>th</sup> February 2021 at 10:30 a.m. at seminar hall. The programme started with Qirath by Mr. Siddique, member of placement cell followed by welcome address by Dr. Soundararajan, Joint- Coordinator, placement cell and Dr. Raja Mohamed Kamil, Vice – Principal felicitated the programme. Mrs. Yamini Srinivasan, HR – Executive, Allsec Technology Solution Pvt Ltd, Chennai addressed the students and started the interview procedure. Two rounds of interview - 1.Group discussion and 2. Personal interview were conducted. Totally 199 students from Science Departments took part interview. Out of 199 students 50 shortlisted during first round interview and 29 students were selected during second round interview. All the selected students were issued letter of intent (LOI) by Principal Dr. T. Mohamed Ilyas, finally meeting was ended with vote of thanks by Dr. M.A, Bilal Ahmed, Member, placement cell.

## **YOUTH RED CROSS (YRC)**

Youth Red Cross unit of Islamiah College (Autonomous), Vaniyambadi has performed the following activities during Academic Year 2020-21

<b>Name of the Activity</b>	<b>Organising Unit/ Agency/ Collaborating Agency</b>	<b>Name of the Scheme</b>	<b>Month and Year of the activity</b>	<b>Number of students who participated in such activities</b>
BLOOD DONATION CAMP	Youth Red Cross and Rotaract club jointly organized In collaboration with Government Hospital, Vaniyambadi,	BLOOD DONATION CAMP	11.03.2021	80 students Donated 80 units of blood to Government Hospital, Vaniyambadi,

## **ENVIRO CLUB**

Enviro Club unit of Islamiah College (Autonomous), Vaniyamabadi has carried out the following socio- environmental activities during the Academic Year 2020-21

<b>Name of the Activity</b>	<b>Organising Unit/ Agency / Collaborating Agency</b>	<b>Name of the Scheme</b>	<b>Month and Year of the Activity</b>	<b>Number of students who participated in such activities</b>
Tree Plantation, Outside the Campus.	NGO-JIH, Vaniyambadi	Extension activity	November 22, 2020.	10
Essay and Poster Presentation competition	Enviro club and Library department,	Online Competition.	14 <sup>th</sup> to 20 <sup>th</sup> November 2020.	10
Tree Plantation	Enviro Club and NSS Unit	Birth Anniversary celebration of Mahatma Gandhi	1 <sup>st</sup> October 2020.	10
Visit to Herbal Garden	New College, Chennai	Model of Herbal Garden	March 10 <sup>th</sup> , 2021.	5

Visit to Herbal Garden	Future CBSE, School, Ambur	Awareness of Herbal Plants	March 20 <sup>st</sup> 2021.	150
Visit to Herbal Garden	Musharuloom College, Ambur	Implemented to Herbal Garden	25 <sup>th</sup> April 2021	5
Visit to Herbal Garden	JDE, Vellore	Implemented to Herbal Garden, other Colleges.	28 <sup>th</sup> January 2021	5

### Planting of sapling programme at Karimabad

On 22.11. 2020 - Sapling planting programme was held at karimabad, Vaniyambadi Circle, Tirupattur District in collaboration with Jamath Islami Hind. Regional Medical Officer S. Pasupathi was the special guest at the function. They were honored by Mr. Y. Zeeshan Akbar, District Minority Welfare Adviser. This programme was published in Maalai Express Newspaper of Tamil Nadu.

A essay Writing and Poster presentation competition was organised by Enviro Club in association with Department of Library Sciences, Islamiah College (Autonomous), Vaniyambadi from 14<sup>th</sup> to 20<sup>th</sup> November 2020 to commemorate the birth anniversary of former PM of India Pandit Jawaharlal Nehru. Ten Students of our college have participated in this programme

A tree plantation programme was organised by Enviro Club and NSS unit of Islamiah College (Autonomous), Vaniyambadi to commemorate the birth anniversary of Mahatma Gandhi. Trees were planted in college campus.

Several Dignitaries like Regional Joint Director of Collegiate Education Vellore Region, Principal Mazharul Uloom College Ambur have visited the herbal garden on 28<sup>th</sup> January and 25<sup>th</sup> April 2021 and have appreciated the efforts taken to plant rare Plantation

On 20<sup>th</sup> March 2021 nearly 150 students of Future School Ambur have visited herbal garden to see different herbal plants.

### **RED RIBBON CLUB (RRC)**

RRC unit of Islamiah College (Autonomous), Vaniyambadi collaborating with NCC, NSS and YRC have conducted a blood donation camp on 11-03-2021. Student volunteers of these units have enthusiastically participated in the camp. 80 Units of Blood was collected and donated to Government Hospital, Vaniyambadi.

### **LEO CLUB**

The Leo club unit of our college was established on 28.08.2020 by the new office bearers of the Leo club Vaniyambadi. On that occasion our College Principal Dr.T.Md.Ilyas was the Guest of honour and addressed the Leo students. LN. R.Viswanathan, President of Leo club gave the welcome address. MJF.Ln. M.G.Ravichandran, MJF Ln.B.Nandhagopal have participated and motivated the students to involve in social activities. All the newly enrolled Leo students have taken the oath to serve the society and nation. Finally Leo President proposed a vote of thanks

### **ROTRACT CLUB**

On the eve of National Polio Eradication Campaign, Rotaract Club of Islamiah College (Autonomous), Vaniyambadi and Rotaract Club Midtown Vaniyambadi 3231 have jointly organised a Polio vaccination camp on 31.01.2021 at Government Hospital Vaniyambadi. More than 250 children below the age groups of 5 were administered the Polio drops.

On 11/03/2021, the installation of Rotaract Club of Islamiah College Unit was held at Allama Iqbal Auditorium. The Rtn. Dr Faran Saud, The President of Rotary Club of Vaniyambadi Midtown 3231, the Rotaract President elect Mr. Suhail Ahmed of III B.COM (F&A) have participated. Following are the 15 office bearers of Rotaract Club.

S.No.	NAME	CELL NUMBER	CLASS	DESIGNATION
1	P. SUHAIL	8110027046	III B. Com (F&A)	President
2	M. NAVEED AHMED	9944631147	III B. Com (F&A)	Secretary
3	V.MADHVAN	9025075804	III B. Com (F&A)	Vice President
4	M.MAJIHAR SHATH	7339669258	III B. Com (F&A)	Joint Secretary
5	K.A. WAQAR SAMID	9677977447	III B. Com (F&A)	Treasurer

6	M.BALAJI	6382428407	III B. Com (F&A)	Director club service
7	R. ASWANTH KUMAR	9025988840	III B. Com (F&A)	Community Service
8	A. ANSAR	7397683942	III B. Com (F&A)	Professional service
9	USAMA IRSHAD	9597583194	II B. Com (F&A)	International service
10	M.S. MD FARHAN	9361621040	III B. Com (F&A)	Pulse Polio
11	G. VASANTH KUMAR	9500238745	III B. Com (F&A)	Sergeant At Arms
12	PATEL.OWAISE AHMED	8870905266	II B. Com (F&A)	Editor
13	O. AFFAN ANAS	9790261970	II B. Com (F&A)	Pro
14	M.GOKUL	7639430662	III B. Com (F&A)	Director for Blood Donation
15	U. DINESH KUMAR	8778322001	III B. Com (F&A)	Director for Literacy
16	J. JAYASURIYA	6383518448	III B. Com (F&A)	Director for Special Project

The program started with welcome address by Dr. MA Bilal Ahmed, Member of Rotaract Club Islamiah College Unit, Dr T Mohammed Ilyas, The Principal delivered the presidential Address and Dr. Liyakath Ali HOD of Bio-Chemistry & former member syndicate Tiruvalluvar University, felicitated the program.

On the same day, blood donation camp was organised at Government Hospital Vaniyambadi. Totally 80 units of blood donated by student of Islamiah College, Vaniyambadi. The Red Ribbon Club, Youth Red Cross, and National Service Scheme also joined in the blood donation program. The sponsoring Rotary Club offered Horlicks packets, dates and food packets to blood donors.

### **STUDENTS GRIEVANCES REDRESSAL CELL**

Students of II BSC Chemistry ( 1. Mohammed Aasheer, K 31119U17026 and M. Imran, 31119U17015) submitted their requisition. These students wanted to change their Non Major Subject from Ariviyal Tamil to Hindi. The grievance was discussed with The Principal, Islamiah College, Committee Members and COE of Islamiah College and the permission has been granted to above students to take Hindi as Non Major Elective subject. (Letter dated 17/11/2020)

M. Nandhakumar ( R.No. 31117U04031) of BA English in 2017-2020 batch who lost his Fifth semester mark statement requested to issue the duplicate certificate. He submitted his Lost Document Report along with requisitioe letter. This grievance discussed with

Principal and Committee members and COE of Islamiah College and decided to issue duplicate marks statement on payment of requisite fee. (Letter dated 8.11.2020).

### **EQUAL OPPORTUNITY CENTRE**

Equal opportunity Centre performed its regular functioning and ensured that no incidents of discrimination among the students based on religion, caste, language and colour occurred in the college campus. Future the centre ensured the distribution of scholarship to the students as per government norms.

### **YOUNG INNOVATOR CELL**

The young Innovator cell organized a talent exhibition during the NAAC Peer Team visit on 27th Jan 2021. Twenty nine Students of both UG and PG demonstrated their scientific models in thematic areas like Energy and Environment, Health and Cleanliness, Hardware Modeling, Product Designing, and Disaster Management. The competition recognizes their creative ability towards sci-tech innovations in real life problems. The participants were given certificates and medals for their contributions.

### **ENTREPRENEURSHIP DEVELOPMENT CELL**

The Entrepreneurship Development Cell Islamiah College (Autonomous), Vaniyambadi have conducted following two programmes during Academic Year 2020-21.

The first programme on “ICT AS A TOOL FOR ENTREPRENEURSHIP” conducted on 15<sup>th</sup> February 2021 at Microprocess Lab. S. Mohammed Nawaz Basha, Assistant Professor Department of Computer Science, Islamiah College (Autonomous), Vaniyambadi was resource person. 32 students of the department have participated.

The Entrepreneurship Development Cell has entered into Memorandum of Understanding (MoU) with ICT Academy Chennai on 22<sup>nd</sup> April 2021 to conduct “Aspiring Entrepreneurs Program”. 244 students of the college are expected to benefit from the programme.

### **INTELLECTUAL PROPERTY RIGHTS (IPR) CELL**

IPR cell of Islamiah College organized a Seminar on “IPR in Biological Sciences” for PG, M.Phil and Ph.D. students of Biotechnology on 17.03.2021 in UG Biotechnology Lab at 11.00 a.m. Dr. H. Abdul Jaffar Ali, Head, Department of Biotechnology and Co-ordinator, IPR Cell welcomed the gatherings. Dr. T. Mohamed Ilyas, Principal delivered the Presidential Address and Dr. S. Raja Mohamed Kamil had given the felicitation address. Dr. U. Mohamed Riyaz, Asst. Prof., Biotechnology, Islamiah college served as the resource Person and spoke on the topic. He had given elaborate lecture about the importance and present scenario of Intellectual property rights in biological sciences focusing on Biotechnology Products. 27 students participated and involved in the deliberation. At the end of the programme Dr. Nadeem Afroze, Asst. Prof. of Chemistry and Member of IPR cell proposed vote of Thanks.

<b>Name of the Workshop/ Seminar</b>	<b>Number of Participants</b>	<b>Date (From - To)</b>
<b>Seminar on IPR in Biological Sciences</b>	<b>27</b>	<b>17.03.2021</b>

### **CITIZEN CONSUMER CLUB**

The Citizen Consumer Club Islamiah College (Autonomous), Vaniyambadi has organised a Special lecture program on “A BRIEF HISTORY OF CONSUMER CULTURE” on 24<sup>th</sup> February 2021 at 11.00 am. Dr. C. Mohammed Faheem , Assistant Professor of PG & Research Department of History, Islamiah College (Autonomous), Vaniyambadi was the Resource person and the programme conducted at ICT Classroom. 24 Students have participated the programme.

### **PHYSICAL EDUCATION DEPARTMENT**

Department of Physical Education Islamiah College (Autonomous), Vaniyambadi has deputed the Mr.S.P. Imran of 1<sup>st</sup> M.Com to first State Level Target Ball Shooting Competition-2020 held at B.S. Abdur Rahman Crescent Institute of Science & Technology, Chennai on 20.12.2020. He won the 1<sup>st</sup> Prize in the event.

### Institutional Values and Best Practices

The Department provides platform to the students especially coming from poor and downtrodden background to build up an excellent career in sports, physical fitness and physical education.

The Department takes efforts to develop followership, self-discipline, social-consciousness, courage, broader-outlook, decision-making, self-confidence and group-cohesion among the students to make them quality citizens.

### Developing Infrastructure

Giving importance for having good infrastructures like indoor stadium, swimming pool, Gymnasium and sports articles for the development of sports skill of the students. The department has well equipped Gymnasium, spacious Indoor stadium and playground. Ours is the only College in the Thiruvalluvar University region having Aquatic sports centre for aquatic games.

### INTERNAL AUDITORS



Dr. K. ANANDARATCHAGAN



Dr. T. AFSAR BASHA

