



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1. Name of the Institution	Tamil Nadu Open University
• Name of the Head of the institution	Dr. S. Arumugam
• Designation	Vice chancellor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no	09500910310
• Mobile No:	09500910310
• Registered e-mail ID (Principal)	sarumugam1963@yahoo.com
• Alternate Email ID	sarumugam1963@yahoo.com
• Address	chennai
• City/Town	577, Annasalai, Saidapet, Chennai -600015
• State/UT	TAMIL NADU
• Pin Code	600015
2. Institutional status	
• University:	State

• Type of Institution	Co-education				
• Location	Urban				
• Financial Status	UGC 2f and 12 (B)				
• Name of the IQAC Co-ordinator/Director	DR. R. TAMILMARAN				
• Phone no. (IQAC)	09994050582				
• Mobile (IQAC)	09994050582				
• Alternate e-mail address (IQAC)	drtamilmaran@tnou.ac.in				
• IQAC e-mail ID	drtamilmaran@tnou.ac.in				
3.Website address	www.tnou.ac.in				
4.Website address (Web link of the AQAR (Previous Academic Year)	https://tnou.ac.in/NAACIIQA.php#				
5.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://tnou.ac.in/Academicplanner.php				
6.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	3.32	2023	02/08/2023	01/08/2028
7.Date of Establishment of IQAC	14/12/2018				
8.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
9.Whether composition of IQAC as per latest NAAC guidelines	Yes				

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
10.No. of IQAC meetings held during the year	1
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • (Please upload, minutes of meetings and action taken report) 	View File
11.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
12.Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> • CIQA led the development of standardized protocols for curriculum, assessments, and administrative procedures, ensuring consistency and quality across schools and departments through conducting quality audit. • CIQA designed and facilitated programmes for faculty and staff, focusing on innovative teaching methods and technology integration directly enhancing educators' skills and knowledge. • CIQA implemented a comprehensive feedback system involving students, faculty, alumni, and employers through surveys, gathering insights for informed decision-making and continuous improvement. • The CIQA implemented automation in administrative tasks, such as staff attendance, scheduling, and communication, streamlining workflows and reducing manual workload for enhanced efficiency • CIQA took a lead role in preparing for accreditation (SSR), ensuring compliance with quality standards through thorough self-assessment, evidence documentation, and alignment with benchmarks, contributing to institutional recognition. 	
13.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).	
Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> • The Centre for Internal Quality Assurance Cell conducts comprehensive academic and administrative audits (IAA and 	https://tnou.ac.in/Policies.php

<p>EAA), ensuring rigorous evaluation and continuous enhancement of educational and administrative processes to maintain high standards of quality and efficiency</p>	
<ul style="list-style-type: none"> Implementing an ERP solution for TNOU involves selecting a robust system, customizing it for seamless integration with academic and administrative processes. Additionally, developing a dedicated student app will focus on user-friendly interfaces and mobile accessibility, enhancing student engagement and access to educational resource 	<p>https://tnouportal.in/</p>

<p>14. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
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<ul style="list-style-type: none"> Name of the statutory body
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<p>Name of the statutory body</p>	<p>Date of meeting(s)</p>
<p>Syndicate</p>	<p>29/12/2023</p>

<p>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?</p>	<p>Yes</p>
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<p>16. Whether institutional data submitted to AISHE</p>
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<p>Year</p>	<p>Date of Submission</p>
<p>2023</p>	<p>03/05/2023</p>

<p>17. Multidisciplinary / interdisciplinary</p>
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TNOU, aligning with the principles of the National Education Policy (NEP) 2020, has embraced a multidisciplinary approach in its degree programs. Implementing the semester system for both undergraduate (UG) and postgraduate (PG) degrees, the university emphasizes flexibility with provisions for multiple entry and exit points. The curriculum reflects a choice-based credit system, allowing learners to tailor their educational experience by selecting courses from diverse disciplines such as English, Indian languages, Social Sciences, and Sciences.

A distinctive feature is the mandatory inclusion of environmental studies in all UG programs. Additionally, vocational and skill-oriented courses are integrated into the UG structure, ensuring that every student completes at least one vocational course before

graduation. The university encourages interdisciplinary knowledge by incorporating inputs from various disciplines into its academic programs.

TNOU offers multiple pathways for learners, exemplified by the option for MCA students to receive a Post Graduate Diploma in Computer Applications (PGDCA) upon completing the first-year program. Recognizing the importance of community engagement, the university awards credits to students undertaking small projects benefiting the local community.

The ethos of open and distance learning underscores TNOU's vision, enabling individuals of any age, gender, region, or profession to pursue academic programs. This inclusive approach embodies TNOU's commitment to accessible and flexible education.

18. Academic bank of credits (ABC):

Tamil Nadu Open University (TNOU) has embraced digital advancements by registering with the National Academic Depository (NAD) and the Academic Bank of Credits (ABC) under the Digi Locker Framework, facilitating credit mobility. The ABC, accessible through the Digi Locker portal (<https://www.abc.gov.in>), digitally stores students' academic credits, enabling institutions to issue degrees, PG diplomas, and certificates based on earned credits. A Training Workshop on November 24, 2022, led by Shri Gaurav Khare from the National e-Governance Division (NeGD), guided the creation of ABC IDs, emphasizing implementation from the Academic Year 2021-22 onwards.

TNOU has proactively initiated the ABC implementation, notifying students from different admission years to register on the portal. The incorporation of this information in official communications, brochures, and the website reflects the university's commitment. Standardized curricula are developed by the Curriculum Development Centre (CDC) in adherence to UGC Regulations and TANSCHÉ guidelines, with input from stakeholders. Board of Studies, comprising experts, industry representatives, and alumni, guides curricular decisions, content selection, and assessment strategies.

Frequent orientation and workshops support faculty in curriculum design and Self-Learning Material (SLM) preparation, emphasizing a learner-centric approach. TNOU extends its inclusive ethos by allowing immigrants to join and continue education. The university envisions international collaborations and credit transfers for immigrants, aligning with its global educational aspirations

19. Skill development:

For over 16 years, Tamil Nadu Open University (TNOU), supported by the Government of Tamil Nadu, has been at the forefront of Skill Development Programmes. With 171 Community Colleges following the National Skills Qualifications Framework (NSQF), the university provides Short-Term, Certificate, Vocational Diploma, and Advanced Vocational Diploma courses. Core courses in Life Coping Skills and

Communication Skills are integrated into all Vocational Diploma Programmes to enhance employability.

TNOU's School of Continuing Education offers diverse Skill Development programmes, including courses in Office Automation, Fashion Design, Road Safety, and more. These initiatives allow learners to transition into mainstream education seamlessly. TNOU's curriculum reflects cultural values, local nuances, citizenship values, and scientific temper, fostering higher-order thinking skills. The alignment with Indian knowledge tradition instills pride in students for their culture.

The university introduces vocational courses in UG Programmes, ensuring each student completes at least one before graduation. Industry veterans and Master Craftsmen are engaged to bridge gaps in vocational skills training, ensuring a practical and field-oriented approach. TNOU stands as the first South Indian university to sign an MoU with the National Skill Development Corporation (NSDC), aligning its vocational programmes with the NSQF. Value-based education is emphasized through programs in Yoga, Naturopathy, Ambedkar Thoughts, and Social Justice, reflecting the university's commitment to holistic development.

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

Tamil Nadu Open University (TNOU) offers diverse Bachelor and Master's degree programs in both English and Tamil, allowing students to choose their preferred medium. Assignments and exams can be submitted in either language, with bilingual question papers provided. The inclusion of mother tongues like Telugu, Malayalam, Kannada, Urdu, or Hindi is prioritized, catering to students from Andhra, Kerala, Karnataka, and North Indian states. Gnana Tamil courses and workshops on SLM writing and bilingual teaching are offered.

The School of Tamil and Cultural Studies (SOCTS) focuses on Tamil and regional culture development. Initial course materials are in English, later translated into Tamil. Faculty members are encouraged to enhance bilingual teaching skills to reduce dropout rates. Among 27 UG programs, two are in Tamil, 15 in English, and 10 in bilingual mode. For 24 PG programs, one is in Tamil, 19 in English, and four in bilingual mode. SOCTS oversees cultural affairs, promoting Tamil's classical language status and conducting workshops on tribal culture, heritage, and Indian languages like Sanskrit and Pali. Short-term courses on Yoga and Folk Dance contribute to preserving traditional knowledge. Faculty publish articles on these subjects in leading journals, supporting the university's mission.

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

Outcome-Based Education (OBE) focuses on learning outcomes, guiding curriculum design through benchmarks such as graduate attributes, qualification descriptors, program learning outcomes,

and course learning outcomes. Articulated using Bloom's Taxonomy, this leads to Program Objectives (PO), Program Specific Outcomes (PSO), and Program Educational Outcomes (PEO). The Curriculum Development Centre oversees this, ensuring each program has a coordinator.

The Program Project Report (PPR) encompasses POs, PSOs, PEOs, Course Objectives, Course Outcomes, syllabi, web resources, cost estimates, and undergoes approvals. Course content, in Self-Learning Material (SLM) format, is printed and produced as e-SLMs in the Open Educational Resources (OER) model.

Learning outcomes are achieved through various methods, including teaching approaches, extracurricular activities, audio-visual aids, and real-life experiences. Evaluation methods specified in the PPR include diagnostic, formative, and summative assessments, with Term End Examinations providing overall performance status.

OBE success is measured by graduates aligning with Institutional Learning Outcomes in their professions. Feedback from employers and alumni contributes to ongoing curriculum enhancement, ensuring institutional improvement through a cyclic evolution of educational offerings.

22.Distance education/online education:

Established in 2004, Tamil Nadu Open University (TNOU) is a pioneer in innovative vocational and skill-oriented distance education. Collaborating with ICRDCE, it offers programs through Community Colleges (CC) across Tamil Nadu, catering to diverse groups. TNOU currently provides 9 Vocational Diploma, 2 Advanced Vocational Diploma, 5 Diploma, 1 PG Diploma, 9 Certificate courses, and 18 Short-Term courses through Open and Distance Learning.

A dedicated Centre for Online Learning (COL) facilitates e-Learning, offering academic programs and MOOCs courses from SWAYAM. CLOBAS manages seamless integration of distance and online teaching-learning activities through an e-governance system. Adhering to UGC-DEB-ODL and OL 2020 Regulations, a policy mandates 40% of courses through SWAYAM or MOOCs. COL collaborates for need-based short-term programs.

The Centre for Electronic Media Production and Research (CEMPR) produces video lectures, online classes, and faculty training. The Open Educational Resources (OER) policy guides e-resource creation, with some SLMs available digitally. The Centre for University Informatics aids staff capacity building, network access, technology platforms for e-governance and m-governance and enhances information security.

Extended Profile

1.Programme

1.1

65

Number of programmes offered during the year:	
1.2 Number of programmes offered during the year, Please provide consolidated number of Programs offered during the year without repeat count, including the programmes that are dropped)	82
1.3 Number of learners admitted afresh in first-year during the year	14445
1.4 Number of learners enrolled during the year	25431
1.5 Number of courses offered by the institution across all programs during the year	1144
1.6 Total Number of Courses offered by the institution in all programs (without repeat count and include courses that are dropped)	1522
2.Student	
2.1 Number of graduating students during the year	6696
2.2 Number of enrolled learners in the preceding academic year registered for term end examination	28629
2.3 Number of registered learners in the preceding academic year appeared for term end examination	24844
2.4 Number of learners in the preceding academic year passed in the term end examination	17545
3.Institution	
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	2159
4.Teacher	
5.1 Number of sanctioned posts for the year:	105
5.2 Number of full-time teachers during the year:	41

5.3	5
Number of other academics in position against the sanctioned posts	
5.4	00
Number of Full time Academic consultants employed	
5.5	46
Total number of full time teachers worked in the institution during the year (Please include the teachers who left / joined the institution during the assessment period without repeat counts:	
5.6	5
Total number of other academics worked in the institution during the year (Please include the other academics who left / joined the institution during the assessment period without repeat counts	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning Design and Development

1.1.1 - Relevance of curricula planned, designed and developed/adopted

Established in 2002 by the Government of Tamil Nadu, the Tamil Nadu C education access and quality through open and distance learning. TNOU ranging from certificates to research levels, with a curriculum empha The institution employs a Semester and Choice Based Credit System, al

Addressing the national skill gap, TNOU established 153community coll During 2022-2023, it provided 44 UG, 38 PG, 18 PG Diploma, 48 Diploma programs, along with 13 M.Phil and 25 Ph.D. programs. Collaborating w the university ensures continual curriculum development based on indu

TNOU prioritizes outreach to marginalized groups, conducts pre-admiss Industry Interface. Job fairs benefit over 200 alumni, contributing t Center of Excellence in Open and Distance Learning, TNOU strives for private partnerships, digital inclusivity, and research contributions divides for a developed India.

File Description	Documents
Curricula implemented by the University	https://tnou
Mapping of curricula to Programme Outcomes	https://tnou.ac.i
Outcome analysis of Programme Specific Learning Outcomes and Course Learning Outcomes	https://tnou.a
Minutes of the relevant BoS/ School Board / Academic Council	https
Any other relevant information	https://tnou.ac.i

1.1.2 - New Programmes introduced - Percentage of programmes newly introduced by th

0

1.1.2.1 - Number of new programmes introduced during the year

0

File Description

Minutes of relevant Academic Council/ School Board /BoS meetings

Details of the Curricula/Syllabi of the new programmes during the year

As per Data Template

Any other relevant information

1.1.3 - Revision of Programmes - Percentage of Programmes revised during the year

7.69

1.1.3.1 - Total number of Programmes revised during the year

5

File Description

Minutes of relevant Academic Council/BoS meetings

Details of the revised Curricula/Syllabi of the programmes during the year

As per Data Template

Any other relevant information

1.1.4 - Courses being offered as MOOCs or using OERs. - Percentage of courses being offe courses (data for the preceding academic year)

0

1.1.4.1 - Number of courses being offered as MOOCs or using OERs to supplement the ex

0

File Description

Web-link to the list of MOOCs approved

Curriculum/ Syllabus of the courses being offered as MOOCs or using OERs

Minutes of the Boards of Studies/ School Boards/ Academic Council meetings for approvals of th

As per Data Template

Any other relevant information

1.1.5 - Electronic media and other digital components in the curriculum - Percentage of electronic/digital media and other digital components in their curriculum delivery during

91

1.1.5.1 - Total number of the Courses on offer have incorporated electronic/ digital med the year

1231

File Description

Details of Programmes incorporating electronic media and other digital components offered during the year

As per Data Template

Any other relevant information

1.2 - Academic Flexibility

1.2.1 - Programmes being adopted/adapted by other HEIs - Percentage of programmes adopted/adapted during the year

94

1.2.1.1 - Number of programmes adopted/adapted by other HEIs during the year

2

File Description

MOU for programmes adopted/adapted by other HEIs

Details of Programme

As per Data Template

Any other relevant information

1.2.2 - Implementation of CBCS / ECS - Percentage of Programmes (UG/PG) in which Choice Based Credit System (CBCS) has been implemented (Data of the latest completed academic year)

58.46

1.2.2.1 - Number of Programmes (UG/PG) in which Choice Based Credit System (CBCS) has been implemented during the latest completed academic year

38

File Description

Minutes of relevant Academic Council/BoS/ School Board meetings for implementation of CBCS

As per Data Template

Any other relevant information

1.2.3 - Enabling provision for lateral entry for learners - Percentage of learners admitted through lateral entry

38.3

1.2.3.1 - Number of admitted strength in programs where lateral entry is provisioned

554

File Description

Credit transfer policy

List of programmes having provision for lateral entry

As per Data Template

Any other relevant information

1.2.4 - Enabling provision for modular approach Provision for modular approach for flexible e

Tamil Nadu Open University (TNOU) prioritizes a modular approach in t academic flexibility. Offering 81 UGC-DEB approved programmes, TNOU's independent or group-based completion of modular courses, facilitatin transfer. The Credit Transfer Policy aims to reduce dropouts, enhance standards in higher education.

With a commitment to reaching the unreached, TNOU provides learners w establishes partnerships with institutions like the University of Mad Lateral entry is approved for each program, enabling individuals with Semester pattern, adopting a Common Syllabus designed by the State In

The university emphasizes intra-university credit transfers for found learners shifting between programs. Extension of registration validit flexibility. TNOU's efforts aim to maximize open and distance learnin universities, ultimately providing learners with increased flexibility

File Description

The list of Programmes having modular approach with flexible exit options for the learners

Any other relevant information

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues Institution integrates crosscutting issues rele Values, Emerging Demographic changes and Professional Ethics in the curricula

Tamil Nadu Open University (TNOU) strategically aligns with Sustainable Education for All' by offering affordable, quality higher education p addresses cross-cutting issues such as professional ethics, human val demographic concerns. TNOU's undergraduate programs, featuring Choice interdisciplinary and skill-based courses, comprising Core Courses (C Foundation courses promoting human values, and Ability Enhancement C communication skills.

Post-graduate programs like Gender and Women Studies focus on societa environmental and sustainable development, disaster management, and c Studies, and Education programs incorporate professional ethics and c

TNOU emphasizes cross-cutting issues to enrich learners' understandin social responsibility. The curriculum is designed to provide fundamen relevant components, enhancing social inclusiveness and civic respons

File Description

Documents

List of courses that integrate crosscutting issues mentioned above

<https://tnou.ac.in/pr>

Description of the courses which address Gender, Environment and Sustainability, Human Values, Emerging Demographic changes and Professional Ethics in the Curricula

<https://tnou.ac.in/pr>

Any other relevant information

<https://tnou.ac.in/pr>

1.3.2 - Awareness/ soft skills / life skills/value-added courses etc., on offer**1.3.2.1 - Number of Value-added courses imparting life skills and soft skills being offered**

250

File Description

Brochure relating to the listed courses

Course content of the Value-added courses

As per Data Template

Any other relevant information

1.3.3 - Learners undertaking fieldwork / projects / internships etc. - Percentage of learners to submission of dissertation / Reports

722

1.3.3.1 - Number of learners undertaking field work / projects / internships leading to successful completion of academic year)

5542

File Description	Documents
Link to Programme structure(s)	https://tnou.edu.in
Handbook/Manual for field work/ projects / internships.	
List of learners enrolled in Programme involving field work/ projects / internships etc.	
As per Data Template	
Any other relevant information	

1.3.4 - Courses on employability/ entrepreneurship/ skill development - Percentage of courses on employability/ entrepreneurship/ skill development during the year

1231

1.3.4.1 - Number of courses having focus on employability/ entrepreneurship/ skill development

1231

File Description	Document
Link to programme structure and syllabus of such courses having focus on Employability/ Entrepreneurship/ Skill development	https://tnou.edu.in
As per Data Template	
Any other relevant information	

1.4 - Feedback System

1.4.1 - Feedback for design and review of curriculum Mechanism is in place for obtaining structured feedback on curricula/syllabi from various stakeholders Structured feedback has been designed for review of

A. Any 4 o

curriculum/syllabus for the preceding academic year 1) Learners 2) Teachers and other Academics 3) Academic Counsellors 4) External Subject Experts 5) Employers 6) Alumni

File Description

20 sample filled in Feedback forms in each category opted for the metrics

As per Data Template

Any other relevant information

1.4.2 - Action on feedback (feedback collection, analysis and action taken) Mechanism is in place for analyzing the Feedback obtained from stake holders on curriculum/syllabus for the preceding academic year

A. Feedback
feedback a
institutio

File Description

Stakeholder feedback report

Action taken report of the Institution on feedback report as stated in the minutes of the Govern

As per Data Template

Any other relevant information

TEACHING-LEARNING AND EVALUATION

2.1 - Learner Enrollment

2.1.1 - Average variation in enrolment of learners in the Institution during the year

14445

File Description

Total enrollment data during the year authenticated by Registrar of the University

As per Data Template

Any other relevant information

2.1.2 - Efforts for reaching the unreached Efforts undertaken by the Institution for reaching

Tamil Nadu Open University (TNOU) serves as a crucial source of high education imparting skill sets for employability. The university, mandated to reach and rural populations, working individuals, housewives, jail inmates, and inclusivity.

A total of 13120 learners from the categories of Scheduled Castes, Scheduled Tribes, and PwDs) were admitted during the assessment period. While 8181 women have joined the University, 91 prison inmates and 12 defence personnel joined the Uni

TNOU's initiatives include 12 Regional Centres, 210 Learner Support Centers, and a center in Kothagiri exclusively addressing the educational needs of transgenders. Efforts made to include transgender individuals, exemplified by special training groups, including Transgenders, Persons with Disabilities, Prison inmates

Utilizing ICT for "Anytime, Anywhere" learning, TNOU employs a flexible delivery of study materials, and widespread academic support services during initial training in Chennai, highlighting higher education opp

File Description	Documents
Documents on efforts taken for reaching the unreached	https://assessmentonline.naac.gov.in/storag
Any other relevant information	https://tnou.ac.in/NAAC/S

2.2 - Catering to Learner Diversity

2.2.1 - Catering to rural population - Percentage of learners enrolled from rural areas du

50.64

2.2.1.1 - Total number of learners enrolled from rural areas during the year

7315

File Description
Number of rural learners authenticated by Registrar of the University
As per Data Template
Any other relevant information

2.2.2 - Reaching out to learners from socially backward categories - Percentage of learne during the year

90.82

2.2.2.1 - Number of learners admitted against SC/ST/OBC and other reserved categories

13120

File Description
Number of SC, ST and OBC learners authenticated by Registrar of the University
As per Data Template
Any other relevant information

2.2.3 - Reaching out to Persons with Disabilities (PwD) - Percentage of PwD learners enr

0.12

2.2.3.1 - Number of learners enrolled from Divyangjans categories during the year

175

File Description
Number of PwD learners authenticated by Registrar of the University
As per Data Template
Document submitted by the Institution to a Government agency giving this information
Any other relevant information

2.2.4 - Reaching out to women / Transgender learners -Percentage of Women learners enrolled during the year

56.63

2.2.4.1 - Total number of Women / Transgender learners enrolled from during the year

8181

File Description

Number of Women / transgender learners authenticated by Registrar of the University

As per Data Template

Any other relevant information

2.2.5 - Reaching out to employed persons - Percentage of the employed learners who are enrolled during the year

43.10

2.2.5.1 - Number of employed learners (including self employed) enrolled during the year

6227

File Description

Number of employed learners authenticated by Registrar of the University

As per Data Template

Any other relevant information

2.2.6 - Learners from Special Target Group: prison inmates - Average number of prison inmates enrolled during the year

0.05

2.2.6.1 - Number of prison inmates enrolled as learners during the year

85

File Description

As per Data Template

Any other relevant information

Number of prisoners enrolled authenticated by Registrar of the University

2.2.7 - Learners from Defense and Security Forces - Average number of persons from Defense and Security Personnel, Ex Service men/ War widows enrolled as learners during the year

0.08

2.2.7.1 - Number of persons from Defense and Security Forces background namely: Defense and Security Personnel, Ex Service men/ War widows enrolled as learners during the year

12

File Description

Number of learners from defense/security background authenticated by Registrar of the University

As per Data Template

Any other relevant information

2.3 - Teaching- Learning Process

2.3.1 - Development of Self-Learning Material (SLM) in Print

Tamil Nadu Open University (TNOU) meticulously prepares Self-Learning programs, adhering to a structured curriculum. SLMs follow a uniform and Academic Council, maintaining standards outlined in the University content is presented in simple, self-explanatory language to promote devices within each unit.

Clear specifications govern the layout of SLMs, ensuring learner engagement assignments, and problem-solving. The credit system is embedded in effective planning and decision-making for course designers. TNOU and external subject experts who undergo intensive training on instructional

To maintain originality, plagiarism checks are conducted using 'URKUN undergo scrutiny by reviewers, language experts, and instructional design formatting align with standards. Periodic revisions occur in response to recommendations from statutory bodies, alternative presentations, and to quality and continuous improvement underscores its dedication to excellence

File Description	Documents
Policy document on SLM	https://tnou.ac.in/NAAC/SSR
Any other relevant information	https://tnou.ac.in/NAAC/SSR/C2/AQAF

2.3.2 - Use of Radio for providing instruction - Percentage of programmes where radio has completed academic year

0.01

2.3.2.1 - Number of programmes where radio has been used for providing instruction in

65

File Description
Proof of radio broadcasting with schedules of the programs
Schedules of the above activities
As per Data template
Any other relevant information

2.3.3 - Use of telecast / webcast for providing instruction - Percentage of programmes where web conferencing / webinars, etc) for providing instructions in the latest completed academic year

Nil

2.3.3.1 - Number of programmes where telecast / webcast (TV broadcast, teleconferencing instructions in the latest completed academic year

Nil

File Description
Proof of tele- broadcasting with schedules of the programs

Schedules of the above activities
As per the data template
Any other relevant information

2.3.4 - Availability of digitized SLMs for the learners - Percentage of programs having acc

100

2.3.4.1 - Number of learning material of the Institution digitized and the SLMs uploaded their availability to the learners during the year

65

File Description	Documents
Links to Digital repository of SLMs	
Any other relevant information	
Data template in Section B	

2.3.5 - Institutional Mechanism to provide academic counseling support An Institutional mecl learners enrolled in different programs including strategies for learner participation and eng and skills

Tamil Nadu Open University (TNOU) employs Academic Counselling Sessic integral to Open and Distance Learning (ODL). With 218 Learner Suppor Academic Counsellors play a vital role in motivating learners and ens outcomes. The University organizes orientation programs for Academic covering details of counselling sessions, curriculum, materials, assi

Counselling sessions are conducted based on program nature, and timet various channels. The sessions encompass theory, practical aspects, a in the Academic Calendar. During the pandemic, TNOU adapted by conduc learners significantly.

The University provides various mechanisms for academic support, incl access, practical components, assignments, and media and technology i admission, form a crucial part of distance learning, supplemented by Academic Counsellors guide learners in using these resources effectiv during counselling sessions.

Assignments serve as a continuous internal assessment component, with The integration of media and technology, including email, video-confe experience. TNOU's YouTube channel provides additional resources, ena at their convenience, contributing to a multi-faceted approach to dis

File Description	Documents
Schedules of different counseling activities	https://tnou.ac.in/NAAC/SSR/C2/AQ
Report of academic Counseling sessions	https://tnou.ac.in/NAAC/SSR/C2/AC
Any other relevant information	https://tnou.ac.in/NAA

2.4 - Teachers and other Academics- Profile and Quality

2.4.1 - Full-time teachers and other academics in positions - Percentage of the sanctioned respectively during the year

43

2.4.2 - Full-time teachers and other academics with Ph.D. - Percentage of full-time teachers

95.65

2.4.2.1 - Number of full-time teachers and other academics with Ph.D. degree

41

File Description

Number of teachers and other academics with PhD

As per the Data Template

Any other relevant information

2.4.3 - Programmes on offer through Collaboration - Programmes offered which are developed through agencies

70

2.4.3.1 - Number of Programmes offered which are developed through collaboration with agencies

70

File Description

Copies of MoUs with other agencies

Minutes of relevant Academic Council/BoS/ School Board meetings

As per Data Template

Any other relevant information

2.4.4 - Percentage of in-house faculty involved in design and development of SLMs during the year

100

2.4.4.1 - Number of in-house faculty involved in design and development of SLMs during the year

41

File Description

Minutes of relevant Academic Council/BoS/ School Board meetings

Credit page of Blocks/ Courses

As per Data Template

Any other relevant information

2.4.5 - Recognition earned by full time teachers and other academics

2.4.5.1 - Number of full time teachers who received awards, fellowships, recognition etc from recognized bodies during the year

3

File Description
Scanned copies of award/ appointment letters
As per Data Template
Any other relevant information

2.4.6 - Learner : Academic Counselor ratio

2.4.6.1 - Number of empanelled Academic Counselors for the latest completed academic

32

File Description
Number of Academic Counsellors with details of total teaching experience for the preceding aca
As per Data Template
Any other relevant information

2.5 - Evaluation Process and Reforms

2.5.1 - Process of conduct of Term-end examination Process of conduct of Term End Examina examination

Tamil Nadu Open University (TNOU) conducts Term End Examinations (TEE) in December/January at approved examination centers, including three Central University Observers. Due to the pandemic, online examinations were conducted.

The examination process is meticulously managed through an automated Examination Manual guides the entire process, from issuing timely notices, to approving student registrations and dispatching examination materials established within TNOU's jurisdiction, including government, government-aided, and self-financing institutions.

During the examination, continuous monitoring is carried out by University Observers collected at regular intervals. Post-examination, the answer booklets and sheets are scanned using dedicated software for result data processing through the e-portal, and a 15-day window is provided for students to obtain photocopies of scripts. Revaluation and retotaling processes are dispatched to learners within a month of result publication.

2.5.2 - Examination related Grievances Mechanism of the Institution to deal with examination

The University's examination system facilitates the resolution of valuation in accordance with its rules. Within 15 days of result announcements, students can request photocopies of theory answer scripts. Re-evaluation options are available, with application of obtaining photocopies. Re-evaluation involves a three-step process and is conclusive if the difference is 15 or more.

Duplicate certificates, including hall tickets and mark statements, are provided. Students can request a name change by submitting the necessary documents and a photocopy of the last exam's statement of marks. Corrections in names and supporting records like birth certificates are also handled.

Grievances can be addressed through various channels, including a dedicated Students Grievances Redressal Cell. The University conducts SGRC meetings to address such concerns.

address student grievances. Enquiries related to examinations are handled through the University Management System (UEMS) and End to End Automation and the Students Feedback System.

File Description	Documents
Any other relevant information	https://tnou.ac.in
Standard Operating Procedures related to Term End Examination related Grievances	https://tnou.ac.in

2.5.3 - Formative Assessment Standard Operating Procedures employed for continuous (interim) assessment

The University's examination system facilitates the resolution of value-added questions in accordance with its rules. Within 15 days of result announcements, theory answer scripts. Re-evaluation options are available, with application of obtaining photocopies. Re-evaluation involves a three-step process which is conclusive if the difference is 15 or more.

Duplicate certificates, including hall tickets and mark statements, a Students can request a name change by submitting the necessary documents and a photocopy of the last exam's statement of marks. Corrections in names and supporting records like birth certificates.

Grievances can be addressed through various channels, including a dedicated Students Grievances Redressal Cell. The University conducts SGRC meetings to address student grievances. Enquiries related to examinations are handled through the University Management System (UEMS) and End to End Automation and the Students Feedback System.

File Description	Documents
Policy documents on Evaluation Methodology	https://tnou.ac.in/NAAC/SSR/C2/2.5.3/Policy%20Document%20c
Any other relevant information	https://tnou.ac.in/NAAC/SSR/C2/AQAR%

2.5.4 - Status of automation of Examination/ Evaluation processes Status of automation of examination / evaluation processes is represented by: A. 100% automated Examination and Evaluation processes

File Description
Current Manual of examination automation system
Annual reports of examination including the present status of automation
As per Data Template
Any other relevant information

2.5.5 - Involvement of external subject experts in evaluation process
 Extent of involvement of external subject experts and other academics in the evaluation related activities in the preceding academic year: 1. Evaluation of Assignments 2. Evaluation of Projects 3. Preparation of Term End question papers 4. Moderation of Term End question papers 5. Moderation of Term End question papers

A. Any 4 or more

Evaluation of answer scripts 6. Examination related duties as invigilator, observer etc.

File Description	Doc
Link to list of evaluators	
As per Data Template	
Any other relevant information	

2.6 - Learner Performance and Learning Outcomes

2.6.1 - Programme Outcomes The Institution has stated Graduate Attributes / Programme Outcomes which are integrated into the assessment process

Tamil Nadu Open University (TNOU) prioritizes Graduate Attributes to contributors. Outcome-Based Education, aligned with Bloom's Taxonomy, Specific Outcomes (PSOs), and Course Outcomes (COs). Workshops at the university level with measurable verbs for crafting these outcomes.

POs represent achievement goals for Graduate, Postgraduate, M.Phil., clear PSOs. Course Writers align COs with syllabi, incorporating feedback from students. The Programme Project Report (PPR), incorporating POs, PSOs, and COs, is reviewed by the Programme Project Report Committee.

Communication of outcomes occurs through induction programs, Learner Handbook, and the university website. Learners are briefed on outcomes during personal contact sessions.

Assessment involves Continuous Internal Assessment (CIA), term-end examinations, and provide feedback through surveys, evaluating the effectiveness of course outcomes.

Practical subjects emphasize hands-on experience, group experiments, and Data Processing (EDP) platform manages Term End Examination results, outcome-based education system. The university's holistic approach emphasizes technical skills, instilling lifelong learning and civic responsibility.

File Description	Documents
Graduate Attributes / Programme Outcomes, Programme Specific Outcomes and Course Outcomes	https://tnou.edu.in
Any other relevant information	https://tnou.edu.in

2.6.2 - Percentage of completion status of UG and PG degree programmes with in specific period

33.9

2.6.2.1 - Number of UG learners enrolled in first year of the present assessment period.

7662

File Description	Documents
Link to declaration of results	
As per Data Template	
Any other relevant information	

2.7 - Learner Satisfaction Survey

2.7.1 - Online Learner Satisfaction Survey regarding teaching-learning process

14445

File Description

Database of all currently enrolled learners

As per Data Template

Any other relevant information

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - Policy for promotion of research The Institution has a well defined policy for promotion of research, assigned budget for research and its utilization, methods for implementation and monitoring

Tamil Nadu Open University (TNOU) emphasizes research in its Vision and 12-B. Endorsed to offer Ph.D. and M.Phil. programmes. TNOU promotes various disciplines. The Research Programme Section (RPS) focuses on mobilization, ethics compliance, dissemination, academic-industrial c

Regulatory bodies, including the Internal Research Advisory Committee quality. TNOU provides a reference library, media lab, and journal subscription environment. International and national workshops, conferences, and seminars and publications, are highlighted in the monthly E-Bulletin.

In 2022-23, TNOU have produced 12 Ph.D. graduates and currently 119 scholars are from rural backgrounds, and 53 are women. The University provides monthly stipends and contingencies. Faculty members secure research funding and dynamic research culture. TNOU's commitment to revising policies underpins the growth and scholars in the realm of research.

File Description

Docu

Minutes of the Governing Council/ Syndicate/Board of Management / Academic Council/ Research Council related to research promotion policy adoption

1

Policy document on promotion of research

1

Any other relevant information

3.1.2 - Research facilities for teachers, other academics and learners

Research facilities available to the teachers, other academics and learners of the Institution for pursuing research

1. Reference Library
2. Online subscription to research journals
3. Research/Statistical Databases
4. Media Laboratory / studios
5. Science laboratories
6. Computing Laboratory and support for both qualitative and quantitative data analysis including softwares
7. Data curation and sharing facility
8. Language laboratory
9. Central Instrumentation Centre

A. Any 6 o

File Description

Documents

URLs of the available facilities

<https://tnou.ac.in/NAAC/>

As per Data Template

Any other relevant information	No
--------------------------------	----

3.2 - Resource Mobilization for Research

3.2.1 - Government and Non-government grants for research

3.2.1.1 - Grants for research projects and Chairs sponsored by the government and non-International bodies, endowments, professional associations etchas been received by the

01

File Description
Award letters for research projects sponsored by government and non-government
As per Data Template
Any other relevant information

3.2.2 - Research projects funded to teachers - Number of research projects funded by th per teacher

01

File Description	Documents
List of research projects	
Document from Funding Agency	
Link of the funding agency website	https://tnou.ac.in/NAAC/S
As per Data Template	

3.3 - Innovation Ecosystem

3.3.1 - Innovative initiatives of the Institution Institution has taken initiatives for creating ar Centre/Cell. The institution has also taken innovative initiatives by providing access to diver

Established in 2002 by the Government of Tamil Nadu, Tamil Nadu Open the University Grants Commission (UGC) and is authorized to offer Ph. fosters innovation through an Innovation Council and MoUs with indust content lessons, along with various teaching methods.

The Centre for Electronic Media Production and Research (CEMPR) facil while an institutional Learning Management System (LMS) ensures strea Face Recognition Attendance System enhances digital administration.

The Students Support Service Division (SSSD) coordinates academic act centers, utilizing web-based technology. The university offers a well language laboratory, and diverse e-resources for academic support.

A grievance redressal system operates both online and offline, linked Multimodal Materials Production for Differently abled (CMPD) supports Braille books, talking books, and multimedia-based educational packag

Overall, TNOU is committed to provideinclusive education, technologic services to its diverse student population.

File Description	Documents
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The Innovation Centre/ Cell	https://tnou.ac.in/NAAC/SSR/C3/3
Initiatives taken by the institution	https://tnou.ac.in/NAAC/SSR/C3/3
Any other relevant information	

3.3.2 - Workshops / seminars conducted on innovative practices

3.3.2.1 - Total number of workshops/seminars conducted during the year on: □ Intellectual (OERs); □ Massive Open Online Courses (MOOCs); □ Technology-Enabled Learning; □ Learn

01

File Description
Report of the event/ link to the material developed
List of workshops/seminars during the year
As per Data Template
Any other relevant information

3.3.3 - Innovative content developed in the form of e-modules / e-SLMs / MOOCs for : A. other MOOCs platform G. Institutional LMS

3.3.3.1 - Total number of e-content modules developed for any of the platforms listed at

166

File Description
List of the innovative contents developed during the year
As per Data Template
Any other relevant information

3.3.4 - Awards for innovation

3.3.4.1 - Number of Awards for innovation received by the Institution, its teachers/other

01

File Description	Do
Scanned copies of award letters	
Award details	
As per Data Template	
Any other relevant information	

3.4 - Research Publications and Awards

3.4.1 - Mechanisms to check malpractices and plagiarism in research The institution has a stated code of ethics for research, the implementation of which is ensured by the following: (during the year) 1) Research methodology with course on research ethics 2) Ethics Committee 3) Plagiarism Check 4) Committee on publication guidelines

B. Any 3 o

File Description

Institutional code of ethics document
Notification for Research Ethics Committee
Minutes of the committee
As per Data Template
Any other relevant information

3.4.2 - Ph.D. degrees awarded per recognised research guide of the University.

3.4.2.1 - Number of Full time teachers recognized as guides by the University as per UGC

32

File Description
Web-link of the Research page
List of Ph.D. scholars and their details like name of the guide , title of thesis, year of award etc
As per Data Template
Any other relevant information

3.4.3 - Research publications - Number of research papers published per teacher of the institution during the year

76

File Description	Documents
Web-link of research papers published	https://tnou.ac.in/NAAC
As per Data Template	
Any other relevant information	N

3.4.4 - Books and Chapters in edited volumes published per teacher etc.

3.4.4.1 - Number of books and chapters/ units in books/ SLMs published of the institution during the year

196

File Description	Documents
Web-link of publications	
Any other relevant information	
As per Data Template	

3.4.5 - Citations of the publications Impact Factor of the research publications from the Institution during the year based on average Citation index in Scopus/ Web of Science.

Citations of the publications Impact Factor of the research publications by teachers and academics during the year based on average for TNOU is 0.594.

File Description
as per data templates

**3.4.6 - h-index of the Institution Details of the publications of the teachers and other academi
the Institution based on the Citations of the publications in Scopus / Web of Science**

h-index of the Institution Details of the publications of the teacher during the year to calculate h-index of the Institution based on the of Science for TNOU is 2.

File Description

Citations of publications based on Scopus / Web of Science - h-index of the institution

Any other relevant information

As per Data Template

3.5 - Consultancy

3.5.1 - Consultancy Policy The Institution has a policy on consultancy including revenue shari

The University recognizes consultancy as a crucial enterprise activit transfer for economic and social impact. It commits to offering exper research organizations. This policy ensures alignment with strategic

Guiding Principles:

1. Consultancy should bring benefits to the University, including in expertise.
2. Activities must align with the University's functions without cor
3. All consultancies must include overhead costs.
4. This policy excludes faculty's outside services.

Non-research Consultancy: Encompassing non-research activities for ex services for a fee.

Private Consultancy: Faculty require approval, ensuring it doesn't in are prohibited, and 20% of income is allocated to the University.

Criteria: Tasks should not unduly affect faculty positions, and Unive University receives 20%, with a 5% administrative fee.

Conditions: Staff can engage without duty interference. Academic staf up to 48 days annually. Resource access is subject to approval.

This policy ensures responsible and beneficial consultancy practices, impact.

File Description	Documents
Minutes of the Governing Council/ Syndicate/Board of Management related to consultancy policy	https://tnc
Policy document on consultancy	https://tn
Any other relevant information	

3.5.2 - Revenue from consultancy - Revenue generated by the Institution from consultan

3.5.2.1 - Revenue generated from consultancy provided by teachers and other academic

00

File Description

Audited statements of accounts indicating the revenue generated through consultancy

List of teachers and other academics providing consultancy

As per Data Template

Any other relevant information

3.5.3 - Revenue from training/ seminars/ conferences/ etc. -Revenue generated by the Institution through sponsorship during the year (INR in lakhs)

00

File Description

Audited statements of account indicating the revenue generated through training

Schedule of the training programmes

As per Data Template

Any other relevant information

3.6 - Extension Activities

3.6.1 - Extension activities The impact of the extension activities of the Institution in sensitive sustainable development issues leading to inclusive society during the year

Tamil Nadu Open University (TNOU) constantly conducted many Extension activities through various govt organisations in the areas of health, education, gender welfare etc. in Tamil Nadu. All activities are focusing on creating awareness about social issues leading to inclusive societal development. As the impact of the extension activities sensitizing the learners and other stakeholders to social and sustainable development issues, we have taken pledges for SWACHH Bharath, AIDS awareness, Gender Equality, etc. during 2022-23. Notable, in commemoration of 75th years of Independence day, TNOU organized a program to honor the heroes of national freedom movement from Tamil Nadu, through which 500 students were sensitized and documented.

File Description	Documents
Brochures of the activities	https://tnou.ac.in/NAAC/SSR/
Activity Reports	https://tnou.ac.in/NAAC/SSR/
Any other relevant information	

3.6.2 - Recognition of extension activities

3.6.2.1 - Number of awards and recognition received for extension activities from Government

01

File Description

Awards for extension activities

Scanned copy of the award letters

As per Data Template
Any other relevant information

3.6.3 - Collaborative extension and outreach Programmes

3.6.3.1 - Number of extension and outreach Programmes conducted in collaboration with government Organizations during the year

02

File Description	Doc
Reports of the event organized	
As per Data Template	
Any other relevant information	

3.6.4 - Participation in extension activities

3.6.4.1 - Number of employees and learners participating in extension activities conducted with Government Organizations and Programmes such as Swachh Bharat, AIDS Awareness, Ger

05

File Description	Doc
As per Data Template	
Any other relevant information	
Report of the event	

3.7 - Collaboration

3.7.1 - Collaborative activities with Institutions

3.7.1.1 - Number of Collaborative activities for research, programme development and f

20

File Description
Scanned copies of collaboration document
As per Data Template
Any other relevant information

3.7.2 - Collaborations with industries

3.7.2.1 - Number of collaborations with industries for learner exchange, internship, esta

2

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Facilities available at Institution Headquarters and Regional Centres Infrastructural facilities include: dispatch units, library, Laboratories, Multimedia Laboratories, Seminar Rooms, Auditorium, v

Tamil Nadu Open University's headquarters in Chennai, located at 577, three distinct buildings: Administrative, Academic, and Materials Storage

The Administrative Building, a seven-storied structure, accommodates include a reception, student waiting lobby, admission section, and second floor houses the Student Support Services Division, Centre for university chairs. The third floor hosts the Vice Chancellor's Chamber and registrar offices, including a mini-conference hall. The fifth floor the sixth floor accommodates various cells. The seventh floor houses floor provides stilt parking and an Electricity Board room.

The five-story Academic Block comprises schools of study, labs, and an exam-related divisions, and the fifth floor includes a convocation hall

The two-story Materials Storage Building houses materials, computer lab

The university has 12 regional centers, each equipped with ICT facilities building and hosts constituent community college. All regional centers internet connectivity.

File Description	Documents
Annual report of the Institution	https://tnou.ac.in
Geo-tagged photographs of campus and all other infrastructural facilities	https://tnou.ac.in
Any other relevant information	https://tnou.ac.in

4.1.2 - Expenditure incurred for infrastructure augmentation -Percentage of expenditure

13.15

4.1.2.1 - Expenditure incurred for infrastructure augmentation excluding salary during t

13.15

File Description
Audited utilization statements
Budget allocation for infrastructure
As per Data Template
Any other relevant information

4.1.3 - Percentage of the expenditure incurred on maintenance of physical facilities and

80.67

4.1.3.1 - Expenditure incurred on maintenance of physical facilities and academic suppo

80.67

File Description
Audited statements of accounts.
Budget and Statements of Expenditure

As per Data Template
Any other relevant information
4.2 - IT Infrastructure
4.2.1 - ICT enabled facilities at HQs - Percentage of IT enabled rooms and seminar halls c
209
4.2.1.1 - Number of rooms and seminar halls for academic support with ICT facilities/Wi-academic year) :
196
File Description
Geo- tagged Photographs of IT infrastructure facilities at HQs
As per Data Template
Any other relevant information
4.2.2 - ICT enabled facilities at RCs - Percentage of IT enabled rooms and seminar halls o (RCs)
32
4.2.2.1 - Number of rooms and seminar halls for academic support with ICT facilities/Wi-completed academic year)
32
File Description
Photographs of infrastructure facilities at a few RCs
As per Data Template
Any other relevant information
4.2.3 - ICT enabled facilities at LSCs - Percentage of IT enabled rooms and seminar Halls centres (LSCs)
549
4.2.3.1 - Number of rooms and seminar halls for academic support with ICT facilities/Wi-latest completed academic year)
474
File Description
Geo - tagged Photographs of infrastructure facilities at a few LSCs
As per Data Template
Any other relevant information
4.2.4 - Frequency of updating of IT facilities - Frequency of IT facilities updated at the Head website, online system, etc

Tamil Nadu Open University (TNOU) prioritizes regular updates to its website by periodic assessments and stakeholder feedback. Website modifications are handled by the faculty, and support centers. The university initiates IT infrastructure requirements, considering user feedback, and conducting technical feasibility studies.

The website undergoes section-wise updates, prominently displaying relevant information. Information about statutory bodies is promptly updated, reflecting annual reports. Assignments, and Programme Project Reports are accessible through the website.

TNOU maintains a regularly updated ICT service platform, including a TNOU App on smartphones. The university's servers and desktops operate on a cloud-based system. Linked to the National Knowledge Network (NKN), the headquarters and regional centers use cloud-based systems.

The NKN network supports 400 devices, including a studio for audio-video production, a Smart Classroom, equipped with a smartboard and computing devices, and a Smart Library. The recent upgrades align the ICT infrastructure with the university's vision of providing quality education to all community colleges, emphasizing an end-to-end integrated system.

File Description	Documents
Scanned copy of agreement	https://tnou.ac.in
Any other relevant information	https://tnou.ac.in

4.2.5 - Internet Bandwidth at the HQs and RCs - Available bandwidth of the internet facilities at the Institution

100MBPS

File Description
Relevant documents on available bandwidth of internet connection at the Institution's Head Quarters
As per Data Template
Any other relevant information

4.2.6 - Facilities for media production - Facilities for audio, video and e-content development are available and are in use at the Institution Audio- video and e-Content production facilities: 1. Audio / video studios 2. Outdoor shooting equipment /Outdoor audio recording 3. Post production unit / Editing unit 4. Duplication unit 5. Graphics workstation 6. Direct Reception Sets (DRS) 7. Set Scenic unit 8. Make-up unit 9. E-Platform 10. Workstations with broadband connectivity 11. Cloud space 12. Licensed software 13. Uninterrupted web connectivity 14. IT security system	A. More than 100MBPS
--	----------------------

File Description
As per Data Template
Geo-tagged photographs of the facilities for audio, video e-content production
Any other relevant information

4.2.7 - Percentage of viewers (learners) to Transmission facilities of the Institution

1

4.2.7.1 - Number of viewers (learners) of transmission facilities (Radio and Television Ch

1

File Description

Geo-tagged photographs of the facilities available

As per Data Template

Any other relevant information

4.2.8 - Automation systems The level of automation of different aspects of Institution includ Support to Learners, Staff, RCs and LSCs)

Tamil Nadu Open University (TNOU) has seamlessly integrated technolog convenience, transparency, and efficiency. Wi-Fi facilities are exten scholars on campus.

Admission and Academic Counselling processes leverage an online syste program fee payments. The integrated web portal is accessible to all capabilities. Academic counselling schedules are communicated through

Examination procedures, including form submissions and hall ticket dc marks and results are processed securely in an ICT environment.

Student Support Services incorporate Continuous Internal Assessment (Learners access assignment question papers via the student portal or promptly addressed through the online portal.

E-Governance initiatives involve an End-to-End Integrated Portal and maintaining consistent standards. This hybrid cloud-based solution en Regional Centres, Study Centres, and Students, to access and manage d include a learning management system, online payment facilities, tran and alumni engagement. The initiative results in substantial cost sav environmentally friendly paperless activities.

File Description

Documents

Any other relevant information

Automation system

<https://tnou.ac.in/>

4.3 - Learning Resources

4.3.1 - Provision of Learner Support Services Learner Support Services established at the diff

Tamil Nadu Open University (TNOU) places significant emphasis on Lear needs of students in the ODL Programme. Recognizing that learners may employees, housewives, and tribals across various regions, the univer and enhance the learning experience.

The university employs modern technology, including multimedia apprao counseling, video broadcasting on YouTube, emails, and web technologi isolation, promote independent learning, and offer support to learner

TNOU's Three-Tier System for Learner Support Services involves Headqu Learner Support Centres (LSCs). With a network of 203 LSCs and 12 RCs

for learners, offering services ranging from information provision and admission counseling, academic counseling, assignment evaluation, and

The support services are organized to reduce isolation and bridge the services include pre-admission counseling, induction meetings, distribution counseling, assignment evaluations, and grievance redressal camps. This including in-person interactions, phone support, and virtual platform of learners, contributing to the success and growth of TNOU.

File Description

List of support services provided at Headquarters, Regional Centres, Learner Support Centres
--

Organizational chart of support services available
--

Any other relevant information

4.3.2 - Average number of Learners attached to LSCs

218

4.3.2.1 - Number of LSCs in the preceding academic year:

218

File Description

Enrolment details of the preceding year

Distribution of learners LSC wise

As per Data Template

Any additional information

4.3.3 - Academic counselling sessions held Regular conduct of academic counselling sessions under each Regional Centre during the preceding academic year

Academic Counselling (AC) sessions serve as the backbone of the Open Open University. These sessions, conducted for academic Programmes, are providing effective support to learners.

TNOU organizes credit-based AC Classes where the study input required schedules for these sessions are prepared by Program Coordinators, Support Division, and published on the university website.

AC are conducted on weekends, and social media groups are created for The AC sessions cover theory and practical courses and are held at Learner sessions for certain programs involve in-house faculty members and external

Funds are released by the university to LSCs for conducting AC sessions regular inspections by university staff. The university conducts Academic virtual platforms.

Printed copies of Self Learning Materials (SLMs) are provided to learner academic counsellors, including regular, part-time, and contractual. The minimum attendance for practical sessions is maintained, and learners meet the requirement before Term End Examinations.

File Description

Documents

Monitoring reports of LSCs	https://tnou.ac.in/NAAC/SSR/
Reports on counselling sessions	https://tnou.ac.in/
Any other relevant information	https://tnou.ac.i

4.3.4 - Expenditure on Library - Percentage of annual expenditure on library during the

0.99

4.3.4.1 - Annual expenditure on library during the year (INR in lakhs)

0.99

File Description	Documents
Web-link to Library catalogues	https://tnou.ac.i
Web-link to relevant resources available in the library	htt
As per Data Template	
Any other relevant information	

4.3.5 - Library Automation Library is automated in using Integrated Library Management Syst Nature and extent of automation (full or partial) C. Year of commencement and completion

The Tamil Nadu Open University library operates efficiently through t Management System, a cloud-based platform that offers users, includin and faculty, access to library information anytime and anywhere. CLOE including stock verification, book and publisher management, author t collection, and barcode generation.

Key features of CLOBAS library management include:

- Efficient stock tracking and control
- Individualized access for stakeholders through ID and Password
- Faster information retrieval and import/export capabilities
- End-to-end tracking of book issuance, condition monitoring, and l
- Fine collection management

The hardware specifications for library automation include label barc computers with specific configurations (Dell Desktop, Core i5 10th Ge multifunctional printer and scanner.

Software specifications encompass the Windows operating system, CLOBA mobile application, Online Public Access Catalogue (OPAC), and web br Mozilla Firefox.

The platform is built on CLOUD BASED ACADEMY SYSTEM using .NET & SQL, TNOU Local Server. This comprehensive system enhances library operati

File Description	Documents
Any other relevant information	
Geo-tagged photographs	https://tnou.ac.in/NAAC

LEARNER SUPPORT AND PROGRESSION

5.1 - Learner Support

5.1.1 - Promotional Activities for Prospective Learners The Institution promotes its program

Tamil Nadu Open University (TNOU) addresses the challenges of tradition reach the underserved population. Focused on marginalized groups, the housewives, dropouts, rural populations, persons with disabilities, t areas.

Promotional efforts are multifaceted:

At TNOU Headquarters:

- Admission notifications are published in leading newspapers and c
- Information brochures detailing programs, eligibility criteria, a
- Success stories of TNOU alumni are broadcasted through various me
- Convocation ceremonies and notifications contribute to generating

Special Promotional Drives:

- Special drives target security and police personnel to encourage
- Information centers at HQ and regional centers respond to queries
- Active presence on social media platforms and promotional videos
- The official website and a dedicated admission portal disseminate

Regional Centers of TNOU:

- RCs conduct awareness drives, open house meetings, and career gui
- Collaboration with institutions, participation in book fairs, and amplify promotional efforts.

Learner Support Centers (LSCs):

- LSCs publish pamphlets, conduct awareness programs, and provide p
- Dedicated counters during admission periods assist participants i

TNOU's comprehensive promotional strategies ensure inclusivity and ac benefit from higher education.

File Description	Documents
Activities undertaken	https://tnou.ac.in/NAAC
Any other relevant information	https://tnou.ac.in/NAAC/SSR/C5/1

5.1.2 - Pre-admission Counseling Services Activities undertaken by the Institution for providi and induction of newly enrolled learners at Institution Headquarters, Regional Centers and L

Tamil Nadu Open University (TNOU) prioritizes pre-admission counselin learners, including first-generation learners, housewives, and dropou Learning (ODL) system. The university has established a structured pr induction to address the unique needs of diverse learners.

Pre-Admission Counseling:

- Dedicated Learner Support Centres (LSCs) respond to inquiries via
- Information on program offerings, eligibility criteria, teaching

- University representatives are stationed at Information and Academic periods, offering assistance from 8 AM to 8 PM all week.
- Special email (admission@tnou.ac.in) facilitates communication with
- Various channels, including newspapers, the university website, to disseminate information about admission.

Topics Covered in Pre-Admission Counseling:

- Concept and guiding principles of ODL, program flexibility, and credit
- Details about Learner Support Centres, re-registration, admission confirmation dates.
- The counseling covers essential topics like ODL principles, program the recognition of TNOU degrees.

Induction meetings, initiated online from AY 2020, are hosted by TNOU provide overviews of course objectives, the ODL system, support services

TNOU's systematic approach ensures effective communication, guidance, ODL system.

File Description	Documents
Activities undertaken	https://tnou.ac.in/NAAC
Any other relevant information	https://tnou.ac.in/NAAC/SSR/C5/

5.1.3 - Online Admission and Related Activities The status and process of online admission in

Tamil Nadu Open University (TNOU) offers UGC-DEB, NCTE, AICTE, and RC programs with online admissions for accessibility. The annual admission LSC lists, and admission procedures.

Online Admission: Introduced in 2017, the online process includes pre and uploading academic transcripts. Payment via credit/debit cards or confirmation.

Merit-Based Admissions: B.Ed. and B.Ed. Special Education Programs admission documents, choose LSCs, and secure seats after submitting tuition fee

Video Tutorial: TNOU's YouTube channel hosts video tutorials for application

Grievance Redressal: An online mechanism handles admission-related concerns designated form, with resolutions provided within the stipulated time

Admission Alert System: Bulk SMS alerts notify admission releases, part programs.

Re-Registration/Renewal: Tuition fees collection and online re-registration support socio-economic considerations.

Orientation Programmes: Pre-launch orientation sessions for LSC Coordination implementation.

24/7 Access: The online system's flexibility receives positive student for underprivileged and prison inmates.

Regional Centre Assistance: University personnel assist students at R with the online application process.

File Description	Documents
Online Admission and related activities	https://tnou.ac.i
Any other relevant information	ht

5.1.4 - Dispatch of Study Material and related grievance handling mechanisms Strategy follo learners and mechanisms to resolve grievances related to Dispatch of Study Material

The Material Production and Distribution Division (MPDD) at TNOU, hea and dispatch of study materials. It compiles student details, generat packed study materials via Indian Postal Service. Each parcel include delivery. In cases of returned materials due to address issues, MPDD dispatches upon updating the database. The division prioritizes timel exams .

MPDD maintains a Dispatch Register, promptly registering dispatch det sent in year 2022-23 to registered learners. Daily updates on product Portal's MPDD segment, aiding stock monitoring and future planning.

A noteworthy practice involves ICT-enabled services, issuing study ma The e-SLMs, accessible through the TNOU portal, allow students to vie login credentials, enhancing accessibility and convenience.

File Description	Documents
Material dispatch related activities	https://tnou.ac.in/N
Any other relevant information	https://tnou.ac.in/NAAC/SSR

5.1.5 - Attending to learners' queries Modes/approaches employed by the University to attend to learners' queries include: 1. Automated interactive voice response system 2. Call centre 3. Online Help Desk 4. Social media 5. App based support 6. Chat Box 7. E-mail Support 8. Interactive radio counselling 9. Teleconferencing 10. Web-conferencing 11. Learner Services Centre/ Inquiry Counter 12. Postal communication

A. Any 8 o

File Description	Docu
Web-link to Online Help Desk, App based support, Chat Box, Interactive radio counselling, Web-conferencing, Learner Services Centre, any other	
As per Data Template	
Any other relevant information	

5.1.6 - Academic counselling services Modes employed by the Institution to provide academic counseling services to its learners include: 1. Face to face counselling sessions 2. Interactive radio counselling 3. Online LMS based counselling 4. Teleconferencing 5. Web-conferencing 6. Laboratory based counselling 7. Internship 8. Workshops 9. Field study 10. Seminar 11. Extended Contact Programme (ECP) 12. Enhancement of Professional Competency (EPC)

B. Any 6-7

File Description	Documents
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Web-link to counselling schedules for current year	https://t
As per Data Template	
Any other relevant information	

5.1.7 - Addressing learners' grievances - The Institution has a transparent mechanism for grievances received at HQ and redressed during the year

99

5.1.7.1 - Number of grievances received at HQ during the year

1864

File Description	Documents
Web link to Grievance Redressal Mechanism Committee for learners	http
As per Data Template	
Any other relevant information	

5.1.8 - Special Learner Support Centres Reaching out to special learners like persons with disabilities, transgenders, SC / ST, minorities, women; learners from rural and remote areas etc

Tamil Nadu Open University (TNOU) upholds a commitment to inclusivity groups through Special Learner Support Centres (LSCs). The university education access to disadvantaged individuals, with dedicated LSCs for specific groups (e.g., persons with disabilities and prisoners) and e

Special LSCs, strategically located in rural and distant regions, face challenges. Unique Jail Centers in nine Central Prisons offer inmates free education to socially and economically excluded individuals, including for prisoners. Awareness campaigns target transgender enrollment, emp

Prison Centres: In nine Central Prisons, TNOU operates successful learning centres to pursue higher education of their choice and obtain degrees through th

Hill & Tribal Centres: TNOU extends educational services to hill state educational needs, particularly in hilly areas like the Nilgiris. The in matters such as self-learning materials and examination fees.

PwD Centre: The University's Chennai Headquarters houses a PwD Centre providing government aid assistance for individuals with disabilities through the (CMPD).

File Description	Documents
List of Special Learner Support Centres	https://tnou.ac.in/NAAC/SSR/C5/AQAR/
Any other relevant information	https://tnou.ac.in/NAAC

5.1.9 - Financial Support to learners of disadvantaged groups - Percentage of learners of provided by the Government / University / or any other during the year

100

5.1.9.1 - Number of learners of disadvantaged groups benefited by financial support provided during the year

334

File Description	Documents
Web-link to notifications issued by the Institution	https://www.tnou.ac.in
As per Data Template	
Any other relevant information	

5.2 - Learner Progression

5.2.1 - Submission of assignments - Percentage of learners submitting assignments

29.01

5.2.1.1 - Number of learners enrolled in the preceding academic year (only newly enroll calendar

15773

File Description	Documents
Web-link to academic calendar of the Institution	https://tnou.ac.in/Docum
List of programmes on offer	
Web-link of assignments of programmes on offer	https://tnou
As per Data Template	
Any other relevant information	

5.2.2 - Percentage of Newly enrolled learners registered for term end examination

45.2

File Description
List of programmes on offer
Web-link of examination schedule
Number of learners (only newlyenrolled)registered for term end examinations
As per Data Template
Any other relevant information

5.2.3 - Percentage of learners appeared for term end exam

44.8

File Description
List of programmes on offer
Web-link of examination schedule
Number of learners (only freshly enrolled)who have passed term end examination
As per Data Template
Any other relevant information

5.2.4 - Percentage of learners passed out term end examination

57.3

File Description

List of programmes on offer

Web-link of examination schedule

Number of learners (only freshly enrolled) who have passed term end examination

As per Data Template

Any other relevant information

5.2.5 - Placement services provided to the learners

5.2.5.1 - Number of placement drives conducted by the institution for the learners during

1

File Description

Reports of the campus placement drives

As per Data Template

Any other relevant information

5.3 - Alumni Engagement

5.3.1 - The Alumni Association The Alumni Association/ Chapters (registered and functional) Institution through financial and other support services during the year

The Tamil Nadu Open University Alumni Association (TNOUAA) is a registered under the Registration Act 1975. Established on December 14, 2022, the association is a platform for the Association of Study at TNOU for knowledge exchange, competence dissemination, fellowship, and recreation.

Objectives:

1. Unite TNOU graduates for knowledge exchange, fellowship, and recreation.
2. Provide placement opportunities through job fairs and collaborations.
3. Establish alumni endowments for scholarships, prizes, and medals.
4. Collect funds for financial aid to academically deserving and economically weaker students.
5. Conduct cultural, educational programs, and annual Alumni day celebrations.
6. Promote a green environment and encourage renewable energy use.
7. Publish journals highlighting university activities.

Strengthening Alumni Association: The university aims to strengthen the Alumni Association and their organizations, fostering support for students in suitable ways. This initiative has been successfully implemented from AY 2023-24 batch.

File Description

Documents

Details of Alumni Association Activities

<https://tnou.edu.in>

Frequency of meetings of Alumni Association with minutes

<https://tnou.edu.in>

Quantum of financial contribution

Audited Statement of Accounts of the Alumni Association

Any other relevant information	
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5.3.2 - Alumni Association Involvement -Percentage of graduated learners enrolled in Alu

1

5.3.2.1 - Number of graduated learners enrolled in Alumni Association (in latest complet

1100

File Description	Documents
Web-link to Alumni Association	https://tnou.ac.in/Documer
As per Data Template	
Any other relevant information	No 1

5.3.3 - Facilities for Alumni Engagement The Alumni Association facilitates its members by the following 1. online enrolment for its membership 2. online networking amongst its Alumni members 3. online payment of fees 4. donation by Alumni

C. Any 2 o

File Description	Documents
Web-link to Alumni Registration Portal	https://tnouportal.i
Web-link to online networks	https://
Scan copy of statement of receipts	
As per Data Template	
Any other relevant information	

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Governance in accordance with Mission and Vision The institution has clearly stated V administrative governance, perspective plans and stakeholder's participation in the decision

Established on May 26, 2002, through an Act in the State Legislative (TNOU) envisions providing innovative, socially relevant, learner-centric appropriate technologies. The motto, "Education for all and ever," en and marginalized sections of society, including destitutes, the physi dropouts. Catering to over 11 lakh learners in two decades, TNOU oper employing a three-tier network system with Headquarters, 12 Regional

Mission: TNOU aspires to become a Center of Excellence in Open and Di address the evolving needs of the adult population, expanding access digital divides for national development.

Governance: The Vice-Chancellor leads the University, recommending de statutory body. Statutory bodies include Syndicate, Planning Board, F Studies, and Schools of Studies. Internal committees, such as the Res Committee, Anti-ragging Committee, Harassment Committee, and Student decision-making in various academic and administrative matters.

Curriculum and Structure: TNOU follows the Credit-Based Choice System UG and PG programs. The UG curriculum includes mandatory courses like

out of Tamil can choose Hindi, Telugu, Malayalam, Urdu, French, or English

File Description	Documents
Vision and Mission documents approved by the statutory bodies	https://tnou.ac
Report of achievements which led to institutional excellence	https://tnou.ac
Any other relevant information	https://tnou.ac

6.1.2 - Decentralization and participative management Effective leadership is reflected in various participative management, etc.

The Tamil Nadu Open University (TNOU) has embraced a decentralized governance participatory administration. Four statutory committees—Syndicate, Academic Committee—delegate powers to the Vice-Chancellor for academic and administrative. The Vice-Chancellor appoints key positions like Registrar, Controller of Examinations, and various faculty members to execute various functions.

The Registrar, as the administrative head, oversees university proper financial matters. The Controller of Examinations handles exam-related matters. The Service Division organizes counseling classes and monitors regional activities.

Schools of Study, each led by a director, coordinate academic functions and including student and industry expert members. Regional Coordinators facilitate connections between the university and Learner Support Centres.

Teachers and administrative staff participate in various committees, approach. The Vice-Chancellor forms committees like the Research Council, Admission Committee, Examination Committee, and Grievance Committee, consultative sessions.

File Description	Documents
Information / documents pertaining to leadership	https://tnou.ac
Any other relevant information	https://tnou.ac

6.2 - Strategy Development and Deployment

6.2.1 - Perspective / Strategic plan and deployment The methodology adopted for developing monitoring and assessment of the deliverables

The Tamil Nadu Open University (TNOU) emphasizes quality in teaching its Academic Calendar and guided by directives from the Tamil Nadu State Government including students, alumni, parents, industries, NGOs, and the general public. The strategic plan encompasses updates in teaching methods, introduction of new courses and web-based programs. Collaborations with research institutes, national and international industry partnerships are emphasized. Infrastructure augmentation, encouraging faculty participation in research projects are key aspects. Digital initiatives, e-governance, renewable energy practices, and community service. Implementation and monitoring of these plans involve the Centre for Innovation and stakeholder involvement. Continuous monitoring mechanisms, including departmental meetings, and grievance redressal, ensure effective execution.

File Description	Documents
Minutes of the Governing Council / other relevant bodies for deployment / monitoring the deliverables	https://tnou.ac

Any other relevant information	https://tnc
Perspective / Plan and deployment documents	https://tn

6.2.2 - Organizational structure of the Institution Effectiveness and efficiency of functioning administrative setup, appointments, service rules, procedures etc

The administrative structure of Tamil Nadu Open University (TNOU) is academic excellence:

1. **Syndicate:** Comprising 14 members, including the Vice-Chancellor a Government, the Syndicate guides the Vice-Chancellor. It includes sectors, and experts in distance education and media.
2. **Academic Council:** As the principal academic body, the Academic Council sets standards. It includes ex-officio members like the Chancellor, Pro-Chancellor, and others. Additional members, both teachers and external experts, are also included.
3. **Finance Committee:** This committee reviews the financial position, and prescribes accounting methods. It includes the Vice-Chancellor, Education Secretary to Government, and nominated members.
4. **Planning Board:** Advising on planning, development, and academic research. It includes the Vice-Chancellor, academic staff, and external representatives from various institutions.
5. **Board of Studies:** Each School has a Board of Studies for a three-member representation in different categories.

On the administrative front:

- **Vice-Chancellor:** The academic head and principal executive officer of the institution.
- **Registrar:** A full-time salaried officer who carries out duties as per the regulations.

This well-structured framework ensures the efficient functioning of the institution in both academic and administrative aspects.

File Description	Documents
Organogram of the Institution	https://tnou.ac
Annual Report of the preceding academic year	https
Minutes of the meetings of various bodies / relevant committees	https
Any other relevant information	https://tnou.ac.i

6.2.3 - Implementation of e-governance in different areas of operation Areas of operation of Institution which has e-governance implementation 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Learner Admission and Support 5. Examination

A. Any 4 o

File Description
ERP Document
Screen shots of user interfaces
As per Data Template
Any other relevant information

6.3 - Faculty Development or Empowerment Strategies

6.3.1 - Welfare measures for teachers, other academics and non-academic staff The instituti academics and non-academic staff

TNOU prioritizes employee welfare with comprehensive measures:

- **Employee Development:** Regular training enhances competencies.
- **Health Care:** Well-equipped Health Centre, collaboration with Sri programs.
- **Health Insurance:** Employees enjoy coverage under United India Hea
- **Fee Concession:** 50% tuition fee concession for staff and their fa
- **Hygiene and Security:** Outsourced personnel maintain campus cleanl facilities.
- **Fitness and Recreation:** Physical Fitness & Sports Club, offering
- **Conducive Environment:** Various cells ensure support, including Wo Harassment, and Equal Opportunity.
- **Festival Advance:** Annual advances for festivals.
- **Canteen:** Provides food and refreshments.
- **Uniform Allowance:** Class IV employees receive yearly uniform allo
- **Co-operative Society:** Award-winning society supports financial ne
- **Leave Travel Concession:** Provided as per government rules.
- **Leave Policies:** Follow government service rules for various types
- **Retirement Benefits:** CPF, pension, and gratuity align with govern
- **Internal Complaints Committee:** Addresses complaints through a ded
- **Day Care & Lactation Room:** Well-maintained facilities for employe

Differently-abled Support: Inclusive infrastructure, ramps, special t orientation programs.

File Description	Documents
Policy document on welfare measures	https://tnou.ac.in/NAAC/SSR/C6/
List of beneficiaries of welfare measures	https://tnou.ac.in
Any other relevant information	https://tnou.ac.in/NAAC/SSR/C6/

6.3.2 - Percentage of Financial support for faculty developmen

Nil

6.3.2.1 - Number of teachers and other academics provided with financial support to att of professional bodies during the year

Nil

File Description
Letters to teachers and other academics provided with financial support to attend conferences,
As per Data Template
Any other relevant information

6.3.3 - Average number of programmes organised for professional development

27

6.3.3.1 - Number of professional development / administrative training Programmes orga non-academic staff during the year

File Description

Schedules of programmes organized for teachers, other academics and non-academic staff

As per Data Template

Any other relevant information

6.3.4 - Percentage of Teachers and other academics attended Professional Development

14

6.3.4.1 - Number of teachers and other academics attended Professional Development Programme, Faculty Development Programme (FDP), during the year

14

File Description

CIQA report summary

Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).

Letters to teachers and other academics attending PDPs during the year (Data Template)

As per Data Template

Any other relevant information

6.3.5 - Non- academic staff attending administrative training Programmes - Percentage of Programmes, during the year

93

6.3.5.1 - Number of full time non-academic staff attended training Programmes during the year

63

File Description

CIQA report summary

Letters to non-academic staff attending administrative training programmes

As per Data Template

Any other relevant information

6.3.6 - Mechanism of performance appraisal system, promotion for teachers, other academics and non-academic staff

Academics at the Tamil Nadu Open University (TNOU) follows the University Performance Based Appraisal System (PBAS) and the Academic Coordinators, appointed by competent authorities, oversee curricular, co-curricular and extra-curricular activities. Faculty members evaluate themselves in various categories validated during Career Advancement Scheme (CAS) for pay fixation in accordance with service rules.

For Non-Teaching/Non-Academics, the performance appraisal aligns with service/establishment rules. The Vice-Chancellor and Registrar hold the

submit annual confidential reports to the Administrative division bas dedication, and innovation, leading to further action by the Vice-Cha

File Description	Documents
Performance appraisal policy of the Institution	https://tnou.ac.in/NAAC/SSR
Document on promotion/CAS for teachers, other academic and non-academic staff	https://tnou.ac.in/NAAC/SSR/Teach
Any other relevant information	https://tnou.ac.in/NAAC/SSR

6.4 - Financial Management and Resource Mobilization

6.4.1 - Regular internal and external financial audits Institution conducts internal and exterr

Under Chapter VI(1) of the Tamil Nadu Open University (TNOU) Act, 2005, the Director of Local Fund Audit, Department of Finance, Government of Tamil Nadu, according to G.O. Ms No.171 Finance (F2) Department, dated 02.05.2005, has been conducting audits for the year 2022-23, with reports issued up to 2021-22.

TNOU also employs an Internal Auditor (IA), initially an Inspector, 1st Grade, to Finance, who verifies all receipts and payments. The IA acts as a check on correct accounting, adherence to budgetary allocations, compliance with the evaluation of bills, claims, and expenditures. IA conducts checks before and undertakes monthly reconciliation of admission deposits with bank scr

The audit of annual accounts includes officials appointed by the Comptroller and resulting report is presented to the State Government. The audited Annual Report is available on the website for transparency. Starting from the financial year 2022-23, TNOU has implemented a new system, emphasizing a double-entry system for enhanced financial mana

File Description	Documents
Policy on internal and external audit mechanisms	https://tnou.ac.in/NAAC/SSR/
Financial audit reports during the year	https://tnou.ac.in/NAAC/SSR/
Any other relevant information	https://tnou.ac.in/NAAC/SSR/

6.4.2 - Mobilization and utilization of resources Institutional strategies for mobilization of fu

The University employs a robust mechanism to monitor and efficiently manage its resources. The Finance Division prepares the budget under the direction of the Vice-Chancellor and Syndicate at the beginning of each financial year. Once approved by the Registrar's approval, allocates expenditures to different heads, ensu

Resource Mobilization Plan:

A comprehensive Resource Mobilization Plan is created by assessing academic and infrastructural needs, presented to statutory authorities for approval. Sources, such as tuition fees, examination fees, grants, and income f

Strategies and Institutional Plans:

The University has strategies and institutional proposals for fund mc Regular internal and external audits are conducted, following standar

statement submission to regulatory bodies.

Optimum Utilization of Resources:

The utilization of funds requires Vice-Chancellor approval, with head proposals and financial statements for review. Procurements, repairs, including tenders, quotations, and Finance Committee approval. Deviat the Finance Committee, and all financial statements are subject to in

File Description	Documents
Resource Mobilization policy document duly approved by the Board of Management / Syndicate / Governing Council	https://tnou.a
Procedures for optimal resource utilization	https://t
Any other relevant information	https://tnou.a

6.4.3 - Percentage of Expenditure on Learner Support Services

48

6.4.3.1 - Expenditure by the Institution on learner support services (excluding salary and

1028.51

File Description
Statement of expenditure during the year
As per Data Template
Any other relevant information

6.5 - Internal Quality Assurance System

6.5.1 - Institutionalizing the quality assurance through CIQA Details of the activities of CIQA listed below: 1. Programme Project Reports (PPRs) prepared 2. Workshops/ seminars organized on quality related themes 3. Innovative practices implemented for quality enhancement 4. Initiatives undertaken for system based research 5. Feedback mechanisms developed for different stakeholders

A. Any 4 o

File Description
Scan copies of programme schedules
Reports of the activities
As per Data Template
Any other relevant information

6.5.2 - Reforming institutional processes Impact Analysis of various initiatives carried out and performance, teaching-learning, assessment process and learning outcomes, research, learn financial management, etc

Tamil Nadu Open University (TNOU) prioritizes quality education and a technological trends:

1. Learner Performance:

- o Annual academic calendars guide learners with essential dates
- o Induction programs support new learners for successful comple
- o Self Learning Materials facilitate effective and praised lear
- o Assignments promote comprehensive understanding.
- o Coordinators assist learners with subject-related queries.
- o Collaboration with Commonwealth Education Media Centre honors

2. Teaching Learning Assessment and Outcomes:

- o Student Support Services Division continuously assesses Learn
- o Feedback on academic counseling enhances teaching quality.
- o Self-assessment sections in materials contribute to learning
- o Learner Support Centre attendance is considered for assessmen
- o "TNOU Observer" ensures smooth Term End Examinations.

3. Research:

- o M.Phil and Ph.D. research align with UGC regulations.
- o Research scholars receive fellowship support.
- o Ouriginal plagiarism checker ensures research originality.
- o Workshops promote quality research.

4. Administrative Reforms:

- o Adjusted administrative structure enhances efficiency.
- o Automation simplifies admission processes.
- o Digital Library and Online Learning Centers foster interdisci
- o Community Colleges offer skill-oriented programs.
- o Continuous promotions boost enrollment.

5. Financial Management:

- o TNOU operates on a self-sustainable model.
- o Income generation includes bank interests and investments.
- o Exclusive corpus funds enhance financial allocation efficienc
- o Cost reduction involves collaboration with government institu

6. ICT Reforms:

- o Student Web Portal and TNOU Mobile App provide easy access.
- o Integrated e-governance streamlines functions.
- o Social media platforms aid information dissemination.

TNOU remains dynamic to meet stakeholder needs, ensuring a responsive

File Description	Documents
Documents / information on the process and results of Impact Analysis	https://tnou.ac
Relevant Reports/ Minutes approved by concerned Authorities	https://
Any other relevant information	https://tnou.ac.i

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 ye co-curricular activities, facilities for women on campus within 100 - 200 words

Tamil Nadu Open University (TNOU) actively advances gender equity thr

- 1. Representation: More than 33% of teaching and non-teaching staff roles.

2. **Student Enrollment:** Women's enrollment consistently exceeds 55%, programs.
3. **Women's Empowerment:** TNOU's Women's Cell organizes health camps, gender empowerment. Special initiatives on International Women's programs.
4. **Awareness Programs:** Regular seminars, workshops, and webinars aim transgenders.
5. **Skill Development:** Online workshops in areas like "Fashion Jewell women's achievements, encouraging entrepreneurship.
6. **Academic Initiatives:** Academic programs in Gender Studies, Women global gender issues. The Psychology Department offers psychologi Counseling and Psychotherapy. Courses on the Constitution of Indi duties, nurturing responsible citizenship.

TNOU's commitment to gender inclusivity spans both academic and non-a supportive educational environment.

File Description	Document
Annual gender sensitization action plan	https://
Specific facilities provided for women in terms of: a. Safety and security at the work place b. Committees to address Prevention of Sexual Harassment c. Common Rooms d. Day care centre for children of the staff e. Any other relevant information	http://

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or Al
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File Description
Geo-tagged Photographs
Any other relevant information
as per data template

7.1.3 - Describe the facilities in the Institution for the management of the following types of Solid waste management B., Liquid waste management C. Biomedical waste management D. chemicals and radioactive waste management

Tamil Nadu Open University (TNOU) prioritizes environmentally conscic promoting recycling:

1. **Waste Management System:** Implements a two-bin system for segregat buildings. Conducts awareness programs to educate students and st
2. **Waste Segregation and Recycling:** Collects and separates waste int dustbins (green for wet, blue for solid waste). Establishes vermi producing approximately 3-6 kg of manure per week for gardening.
3. **Wastewater and Biomedical Waste:** Connects wastewater lines to mun Handles biomedical waste generated at the university health cente
4. **E-Waste Management:** Collects and stores electronic waste (E-waste empty cartridges, outdated computers, and electronic items as scr
5. **Reuse and Repair:** Repairs and reuses old monitors and CPUs, contr management.

TNOU's commitment to waste reduction and recycling reflects its dedicated responsible resource management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	https://t
Geo-tagged photographs of the facilities	https://t
Any other relevant information	https://t

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. All of
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File Description
Geo-tagged photographs / videos of the facilities
Any other relevant information
as per data templates

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows:	
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 o

File Description
Geo-tagged photos / videos of the facilities
Various policy documents / decisions circulated for implementation
Any other relevant documents
as per data templates

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 o

File Description
Reports on environment and energy audits submitted by the auditing agency
Certification by the auditing agency

Certificates of any awards received
Any other relevant information
as per data templates

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 o
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File Description
Geotagged photographs / videos of the facilities
Policy documents and information brochures on the support to be provided
Details of the Software procured for providing the assistance
Any other relevant information
as per data templates

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

Tamil Nadu Open University (TNOU) fosters an inclusive environment, p cultural, regional, linguistic, and socio-economic backgrounds:

1. Cultural Activities: Organizes various cultural events, commemora World Book. Celebrates regional festivals such as Pongal, and Tar
2. Grievance Redressal Cells: Establishes multiple grievance redress Equal Opportunity (SC/ST, BC/MBC), Alumni, Anti-Ragging, Environn Persons with Disability, and Student Placement Cells. Addresses g cultural backgrounds.
3. Ethical Standards: Adopts the code of ethics outlined in The Tami ensuring adherence by all employees irrespective of cultural or s
4. Inclusive Education Initiatives: Operates Learner Support Centres after Mahatma Gandhi, offering academic programs and skill develc Community Colleges in rural areas and 12 Regional Centres across
5. Job Fair and Placement Services: Jointly organizes a Job Fair wit Government of Tamil Nadu, benefiting TNOU graduates right from in for learners, irrespective of caste, creed, color, sex, or socio-

TNOU's commitment to diversity and inclusivity extends across various educational environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	https://tnou.ac.in/NAAC/SS
Any other relevant information	https://tnou.ac.in/NAAC

7.1.9 - Sensitization of students and employees of the institution to constitutional obligation

Tamil Nadu Open University (TNOU) embraces India's diverse cultural, backgrounds, aligning with constitutional values:

1. **Constitutional Ideals:** Recognizes the Indian Constitution as a guide transcending caste, religion, race, and gender. Serves as a set of consensus on governance and societal ideals.
2. **Core Constitutional Values:** Sensitizes students and employees to awareness of values, rights, duties, and responsibilities.
3. **National Festivals and Inspirational Events:** Celebrates Independence inviting eminent personalities to inspire stakeholders with stories of responsibility among citizens.
4. **Awareness Campaigns and Initiatives:** Conducts campaigns on corruption, voter awareness, and Constitution Day. Equips students with knowledge of livelihood and life.
5. **Educational Programs:** Organizes orientation programs, training sessions for students and staff to constitutional obligations. Includes ethical education of citizens in elocution and debate topics.
6. **Institutional Initiatives:** Undertakes initiatives across various departments to promote appropriate practices among students. Conducts nine events to promote ethical practices.

TNOU actively contributes to nurturing responsible citizens by integrating constitutional values into its educational framework and fostering a holistic learning environment.

File Description	Documents
Details of activities that inculcate values necessary to nurture Learners to become responsible citizens	https://tnou.edu.in
Any other relevant information	https://tnou.edu.in

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organized professional ethics programmes for students, teachers, administrators and other staff during the year. Annual awareness programmes on Code of Conduct were organized during the year.

A. All of

File Description
Code of conduct and ethics policy document
Details of the monitoring committee composition and minutes of the committee meeting, number of students, teachers, administrators and other staff, and the various programs etc., in support of the claims.
Any other relevant information
as per data templates

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

Tamil Nadu Open University (TNOU) recognizes the pivotal role of youth educational institutions as crucial agents in fostering patriotism and various initiatives to instill a sense of national pride among the youth.

1. **Inclusive Syllabi:** Includes subjects focusing on key personalities in its educational programs.
2. **Commemorative Programs:** Hosts programs on the birthdays and death anniversaries of martyrs, especially those from Tamil Nadu. Highlights their sacrifices.
3. **National Anthem and Festivals:** Sings the national anthem at all functions. Celebrates national festivals with enthusiasm, promoting patriotism.
4. **Flag Hoisting and Special Speeches:** Hoists the national flag on Independence Day by special speeches honoring freedom fighters' sacrifices. Commemorates the superiority of the Indian Constitution and honoring the brave soldiers.
5. **Commemorating Indian Personalities:** Marks the birth/death anniversaries of Mahatma Gandhi, Sardar Patel, Swami Vivekananda, and others.

TNOU's commitment to celebrating India's great personalities, observance of national days, and promotion of patriotism contributes to nurturing responsible and proud citizens.

File Description	Documents
Annual report of the celebrations and commemorative events during the year	https://tnou.ac.in/NAAC
Geo-tagged photographs of some of the events	https://tnou.ac.in/NAAC
Any other relevant information	https://tnou.ac.in/NAAC

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) implemented by the institution as per NAAC format

Objectives

- To empower prisoners with equal knowledge, education and life coping skills and help them to start up their own business

Context: A path-breaking initiative for transforming jail inmates into the society was initiated in TNOU. When they learn some useful skills and get livelihood and the industries may get required manpower. Educated prison inmates may provide the necessary manpower needs. Govt. provides total fee concession.

The practice: Academic programmes, Skill Development programmes, and study centres established in 11 Central prisons. There is no age limit. Certificates are awarded after completion of the courses.

Evidence of Success: In the last 1 year (AY 2022 & CY 2023), 96 prisoners (Diploma : 11) had been admitted and are pursuing their programmes in TNOU.

Problems Encountered and Resources required: Examination halls, labor in prisons. Hence, most of them take arts and humanities subjects.

Concluding Remarks: This endeavour is in unison with the motto of TNOU.

File Description	Documents
Best practices as hosted on the Institutional website	https://
Any other relevant information	https://tnou.ac.in/NAAC/S

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and t

Tamil Nadu Open University: Democratizing Education and Promoting Ski

- **Vision and Goals:** Tamil Nadu Open University (TNOU), the sole Sta democratize education and expand opportunities for lifelong learn higher education for diverse populations, upgrading knowledge, an
- **Infrastructure and Academic Programs:** Headquartered in Chennai wi academic programs through 11 Schools of Studies and 5 Divisions. 140 Community Colleges facilitates program delivery. The universi industries, emphasizing e-learning for a rapidly evolving educati
- **Excellence in Rural Services through Community Colleges:** TNOU's u Community Colleges, empowering disadvantaged groups with skills f government, TNOU's model has become a national initiative, attrac Open University of Gujarat.
- **Knowledge through Global Research:** TNOU encourages interdisciplin through projects, social impact initiatives, and certificate cour technologies, contributing to national and global discussions. Th aligned with global standards.

In summary, TNOU's comprehensive vision involves inclusive education, unique initiative in archaeological exploration, all contributing to in education.

File Description	Documents
Appropriate webpage in the Institutional website	https://tnou.ac.in/NAAC/S Dis
Any other relevant information	