Yearly Status Report - 2016-2017

Part A	

Data of the Institution

1. Name of the Institution	SEETHALAKSHMI ACHI COLLEGE FOR WOMEN
Name of the head of the Institution	Dr.S.Ramuthai
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04565290611
Mobile no.	9443494176
Registered Email	iqacsac20@gmail.com
Alternate Email	ramasamynagesh@gmail.com
Address	Trichy Main Road Pallathur.
City/Town	Pallathur
State/UT	Tamil Nadu
Pincode	630107

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr.R. Nageswari**
Phone no/Alternate Phone no.	**04565290611**
Mobile no.	**9443494176**
Registered Email	**ramasamynagesh@gmail.com**
Alternate Email	**nageshperumal@yahoo.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sacollegeforwomen.in

4. Whether Academic Calendar prepared during the year

	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sacollegeforwomen.in

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.66**	**2011**	**30-Nov-2011**	**29-Nov-2016**

6. Date of Establishment of IQAC

01-Dec-2011

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

- IQAC motivates the faculty members to publish articles in impact factor journals. In this regard 16 international and 4 national articles were published by our faculty members. • IQAC collects data and prepares report on research achievements and also supports the institution in attaining grants from the funding agencies. • To kindle the research spirit, coaching classes for NET/SET began on 16.02.2017 during this academic year onwards. • It motivates all departments to conduct National seminars, conferences , workshops and hands on training programs etc. • IQAC motivates the departments to go for outreach activity in the villages.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Innovation Programme	To create budding entrepreneur
Entry level bridge course	Entry level bridge courses were conducted for students for one week by the respective departments

Keep the campus free from ragging	No report for ragging
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
The Management	17-Jun-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2017

Date of Submission	01-Feb-2017

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The college ensures a system of participative management whereby information flow and decision making processes are systematized and channeled through all key constituents of the College. The suggestions given by the Governing Body, the Management Committee and the Finance Committee are implemented by the various administrative offices, under the leadership and guidance of the Principal. The Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. Regular meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration. For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organised. Feedback received from faculty, students, alumnae and other stakeholders are considered for continuous review and revision which are relevant to the changing needs of higher education.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The educational institution adheres to the curriculum established by Alagappa University Karaikudi. The curriculum for the respective subjects is prepared by the Board of Studies at Alagappa University. The college is regularly informed of curriculum updates through correspondence in the form of letters and emails from the university, which communicate any changes or alterations made to the curriculum. The university and college provide many forms of support to assist faculty members in comprehending the curriculum. Each department establishes its own Vision and Mission statements that align with the overarching Vision and Mission of the institution. The Vision and Mission statements of both departments and the institution are established with the aim of enhancing the welfare and development of the students. At the commencement of each academic year, the college formulates an academic calendar that delineates the specific timetables for examinations, events, and other activities. This calendar serves to facilitate the organised implementation of the curriculum, under the leadership of the college principal. The time table schedule for teaching each subject, including lecture hours, is determined by each department. The departmental heads convene academic planning meetings to strategize and coordinate the lecture schedule, as well as disseminate the syllabus to the faculty members within their respective departments. The workloads of all staff members are documented in conjunction with their letters of willingness. The faculty members receive instructions from the Heads of departments to ensure timely completion of the syllabus. The staff's delivery of the curriculum is closely monitored and supervised periodically. In the event that any delays are identified, the department heads undertake appropriate measures to ensure alignment with the designated timetable. At the commencement of each semester, the faculty is in the process of creating a course file to improve the delivery of the programme. The course syllabus encompasses several components such as assignments, scheduling, course results, course objectives, content topics organised by units, reference books, and expected student outcomes. This provides an understanding of how the lecture class will be managed over the course of the semester. In order to enhance students' knowledge, specified readings are provided. In accordance with the stipulated guidelines, the procurement of new books is carried out in consultation with subject teachers and students, with the aim of facilitating the effective execution of the curriculum. Language papers, including Tamil/Sanskrit and English, as well as core papers, allied papers, and interdisciplinary skill papers like Effective Employability skills and Competitive Examination Skills, are efficiently taught through various methods such as multiple choice questions, group discussions, seminars, and invited lecturers. Prior to the final examination, meticulous planning and implementation of internal assessments and simulated exams take place. The institution is administering two internal examinations throughout the duration of the semester, in accordance with its regulations. A model examination is administered as a means of preparing and equipping students for the challenges posed by semester examinations. Annual PG Association meetings are held in each department. Invited presentations are organised with the purpose of inspiring and enlightening students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development

			urship		
Nil	Nil	Nil	Nil	-	-

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	-	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
History Of Mathematics	15/11/2016	49
Medical Lab Technology	16/06/2016	36
Bio-diversity Conservation	16/06/2016	39
English For Effective Communication	02/01/2017	30
Archives Keeping	09/12/2016	50
M S Office	14/12/2016	50
Solid Waste Management	05/12/2016	46
Fundamentals of Community Health And Yoga	05/12/2016	43
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback forms or formats are specifically created to cater to the needs and interests of the various parties involved. This encompasses several forms of feedback, such as input from faculty members, alumni, students, and course exit surveys. The course undergoes two evaluations per semester, when students provide feedback on various elements of teaching and learning. This feedback is then examined by the Heads of Departments (HODs), who subsequently advise the respective faculty members of any necessary corrective actions to be implemented for further improvements. Course feedback is collected in order to assess the students comprehension abilities. Feedback regarding the infrastructural facilities is obtained from the graduating students upon completion of the programme, with the aim of enhancing the laboratory resources, if necessary. The feedback that is acquired is examined in order to make additional improvements. Feedback from parents is obtained through engaging in interactions with them during Parent Teacher Meetings. The curriculum undergoes a process of soliciting feedback from graduates in order to gather comments and identify areas for improvement. The curriculum of Alagappa University is subject to feedback from final year students, who provide suggestions for its improvement. This feedback is then communicated to the respective Board of Studies (BOS) responsible for the programmes. The input of faculty members is also sought to gather their recommendations for the updating of the syllabus. Our institution has implemented a feedback system to get input from students regarding the quality of our facilities as well as the performance of our lecturers in specific subjects. This feedback is based on a 5-point scale, assessing various parameters such as subject knowledge, expression, use of teaching aids, methodology, punctuality, accessibility, and dedication towards teaching. Our management analyses this feedback to make informed decisions regarding improvements in infrastructure and teacher quality. The feedback obtained through alumni and exit surveys encompasses responses from all students. By analysing these forms, we can determine whether the appropriate teaching and learning approach is being implemented. Additionally, this procedure facilitates the institute in implementing essential enhancements in areas as deemed appropriate. The feedback is collected from students for the purpose of analysing and implementing it according to their specific requirements. In addition, our students receive feedback from specialists and external examiners regarding their academic performance. In response to the aforementioned feedback and ideas, we have implemented remedial measures to ensure the completion of the feedback loop.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Englisn	72	82	71
BA	History	60	60	46
BA	Economics	60	56	41
BCom	Commerce	72	166	60
BSc	Mathematics	52	122	52

BSc	Chemistry	52	123	52
BSc	Botany	52	67	47
BSc	Zoology	52	40	36
MA	English	36	10	6
MSc	Mathematics	36	29	22

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1121	28	45	0	45

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
45	45	5	2	2	5

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college offers a student mentorship system. It enables the implementation of essential measures to facilitate the advancement of high-quality education for pupils. The mentoring system has implemented measures to enhance students learning experience. Counsellors are designated with the responsibility of addressing the psychological and physical concerns of students. Students are provided with appropriate advice in order to navigate through the challenges of adolescence. Mentoring Activities: A Bridge Course is organised by each department to cater to the needs of first-year students. The students are provided with an explanation of several aspects such as the College code of conduct, attendance requirement, curriculum structure, and evaluation pattern. Several classes have been arranged to acquaint students with the respective themes. Students undergo a process of constant monitoring and evaluation, facilitated by the administration of regular 15-minute tests on a daily basis. This assessment aids in distinguishing between those who exhibit slower and more advanced learning abilities, as determined by their performance. Each staff member is assigned approximately 20 students as mentees, determined by the overall size of the programme. The mentor consistently engages in the monitoring and assessment of her pupils learning progress. Additionally, she provides orientation sessions to increase the educational attainment of her students, thereby enabling them to achieve their academic objectives. Additional sessions are arranged by the staff members to address and elucidate the uncertainties of students who exhibit a slower rate of learning. This initiative aims to facilitate consistent attendance and enhance academic achievement among students with slower learning abilities in order to achieve better results in future examinations. The use of student-centric approaches enlivens the teaching experience. These approaches involve student engagement in the teaching and learning process through activities such as presenting papers, participating in seminars, engaging in group discussions, undertaking project work, going on field visits and industrial visits, participating in debates, and delivering paper presentations. These methodologies will augment the educational encounter. In addition to the traditional technique of teaching known as chalk and talk, science faculties also incorporate the use of animation lessons facilitated by LCD projectors. A demonstration is conducted utilising specimens and instruments. All students are required to complete assignments related to the subject matter. The utilisation of PowerPoint presentations is highly recommended for the purpose of delivering

seminar papers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1183	45	1:26

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	45	8	0	34

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr.R.Nageswari	Associate Professor	Best Faculty
2016	Dr.M.Vennila	Associate Professor	Creative Director
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
[View Uploaded File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Assessment of performance is an important part of teaching and learning. As part of a good plan for education, the institution uses a Continuous Internal Evaluation method to check on all aspects of a students growth throughout the year. After every continuous assessment test, the course teacher looks at the results by figuring out how many students passed in each topic. At the level of the department, the work of the students is looked at. In the Departments, the Tutorial card System is used. The Department keeps track of the kids report cards. Parents are advised to meet with teachers twice a year to talk about how their children are doing on university-level tests. Students who learn slowly, absentees, or take part in extracurricular activities are given remedial classes. This helps those who missed class to catch up and learn more about the subject. By making important changes to Continuous Internal Evaluation at the institution level, these efforts help to improve the success of students. Staff members of the subject in question are in charge of evaluating and keeping track of marks. This internal test is and helps students get better at passing tests and reading all the time. Also, each semester has two cumulative internal assessment tests that are graded by the staff in charge. It helps to figure out what the internal marks are. The total number of internal marks is based on the average of the marks from these two internal tests, assignments, and seminars.

Model practical exams are done in science lab and are used to give internal grades for practical work. After the results are released, the data for each university and department are looked at, and the Principal carefully looks over the study of the results. As part of the new way to keep track of how well students are doing, parents are asked to meet with the students guide to talk about any personal problems. They also have a lot of room in the classroom to talk about the questions from the previous year. Question Banks, which are made by each school, help students prepare for final exams. All of these changes have made a big difference in the number of students who pass. Students are also told to use online sites and video lectures to help them learn. Above all, students are urged to try out new ideas through critical thought, group activities, discussions, debates, and seminars to improve their performance level.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution establishes a committee responsible for the development and oversight of the academic calendar. The committee is comprised of the Principal and senior faculty members. The aforementioned committee is responsible for the preparation of the academic calendar prior to the initiation of the academic year. The calendar provides a comprehensive overview of the semesters class schedule, internal examination schedule, college re-opening day, closing day of classes, and significant events. The individuals responsible for managing the schedule within each department are tasked with creating the departments timetable in accordance with the rules set out by the relevant statutory bodies. This includes determining the appropriate amount of credit hours for each topic prior to the start of the semester. The schedule of classes has been placed on the notice boards of the different departments. Prior to the initiation of the academic term, the Head of the Department (HOD) assigns courses to faculty members based on their respective areas of interest and specialisation. The faculty members engage in the development of their lesson plans and the creation of their electronic notes. Typically, the task of monitoring and reviewing is assigned to a senior faculty member. The lesson plans are submitted to the respective department heads for their approval. In situations requiring assistance, recommendations are provided. The parent-teacher meeting is scheduled subsequent to the release of each semesters academic outcomes. The PTA meeting involves a discussion on the academic performance of the students. The internal marks of students are determined by calculating the average of their performance in two internal exams, assignments, seminars, and projects. The Internal Assessment is evaluated based on a total of 25 marks.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
103	BA	English	56	36	64
111	BA	History	41	10	25
158	BA	Economics	49	19	39

151	BCom	Commerce	51	24	47
121	BSc	Mathematics	34	25	74
124	BSc	Chemistry	38	36	95
125	BSc	Botany	33	29	88
126	BSc	Zoology	39	19	57
301	MA	Englisn	9	9	100
311	MSc	Mathematics	27	24	89

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	-	Nill	Nill

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
English	3

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	1	2.97

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

[View Uploaded File]

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
A review on physico-mechanical properties of bast fibre reinforced polymer composites	A.V. Kiruthika	Journal of Building Engineering	2017	3	8	Seethalakshmi Achi College for Women, Pallathur Karaikudi, Tamil Nadu, India

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	12	8	5	4
Presented papers	9	8	3	2
Presented papers	0	0	8	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Best Motivator	Meenakshi Mission Hospital and Research Centre	40
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharath	YRC	Cleanliness is Godliness	2	140
Non-Government	Women Harassment Prevention Cell	Women Harassment Preventive Measures	4	100
Orientaion Programme	Competitive Examination Cell	Awareness Programme On Developing IQ and about	4	60
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industry	Field Trip	CMFRI –	19/12/2016	19/12/2016	75

| Linkage | | Mandapam | | | |
| Industry Linkage | Field Trip | CMFRI – Mandapam | 27/01/2017 | 27/01/2017 | 70 |

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Kalvi Institute Private Limited, Karaikudi	01/02/2017	Sending students to learn Finance Accounting using tally. Students are given 40 scholarship.	46

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18718	728498	113	39994	18831	768492
Reference Books	150	39383	22	8445	172	47828

Journals	38	145030	11	25000	49	170030

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	1	1	0	0	1	4	0	0
Added	0	0	0	0	0	0	0	0	0
Total	25	1	1	0	0	1	4	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

3 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution has established an Advisory Committee to oversee the routine maintenance of the college site, including classrooms, seminar halls, and other amenities. The report is periodically submitted to the management. The colleges Local Managing Committee (LMC) annually facilitates the maintenance and repair of its infrastructure. The advisory committee responsible for the library, led by the head librarian, is tasked with the acquisition, upkeep, documentation of new books, as well as the appropriate disposal of outdated materials, including the preservation of rare volumes. The college administrative staff conducts annual inspections of furniture and facility maintenance. The departments of Chemistry, Botany, Zoology, and Physics have established an Annual Maintenance Contract (AMC) to ensure the correct maintenance of their equipment and

machinery. Colleges maintain their information and communication technology (ICT) systems, as well as for the upkeep of their physical infrastructure, including buildings, electrical supply, campus facilities, equipment, and other related components on a regular basis. The entirety of scientific knowledge Lab assistants play a crucial role in maintaining laboratories and facilitating students timely completion of their laboratory work. The lab assistant is responsible for ensuring that the necessary equipment, chemicals, and other materials are readily accessible for conducting laboratory tasks without any obstacles. The maintenance of classrooms is effectively carried out by the personnel employed by the administration, including the servants and sweepers. The waste is appropriately disposed of in a designated location as determined by the management. The management manage mechanics, plumbers, electricians, civil workers, carpenters and painters to oversee the maintenance of the building and electronic equipment. The process involves documenting the extent of the damage, procuring new equipment, replacing outdated equipment, and afterwards entering these transactions in a register. The management maintains a breakdown register to document any faults, repairs, and breakdowns that occur in the computer lab and other electronic equipment. The computer lab is a designated space equipped with computer workstations and related technology for educational and research purposes. To ensure optimal performance and prevent the risk of virus contamination and firewalls have been implemented across all computer systems. The system conducts daily inspections of both hardware and software components, documenting any instances of failure in the breakdown register. Periodic maintenance of the register is conducted to document the routine cleaning of the laboratory and computer laboratory. The Physical Education Director is responsible for maintaining a register of sporting items, which documents the inventory, maintenance, and damage of these things.

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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	SC/ST Scholarship	538	174023
b)International	Nill	Nill	Nill
[View File](#)			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
[View File](#)			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passedin	Number of studentsp placed

		competitive examination	career counseling activities	the comp. exam	
2017	**Awareness programme on career counseling and competitive examination**	47	33	17	11

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
-	**Nill**	**Nill**	**-**	**Nill**	**0**

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	22	**Chemistry**	**Chemistry**	**Alagappa University**	**M.Sc**
2016	4	**History**	**History**	**Alagappa University**	**M.A.**
2016	10	**Mathematics**	**Mathematics**	**Alagappa University**	**M.Sc**

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SLET	**1**
[View File](#)	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
[View File](#)		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council helps to provide guidance and counseling to the students. Job career related informations to the aspirants are given constantly. The programme was highly efficacious and created awareness to the students. Placement cell and personality development cell give effective training to students on interview techniques. Career guidance programme is organised to enrich the skills of students. Anti ragging cell is more effective. Mid-day meals is provided to students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

i) Fund- raising - A strong alumni association can be one of the biggest benefactors of an institution that can contribution towards various developmental activities of the institution. (ii) Placements- The alumni network of a college is one of the biggest sources of placement opportunities to the students. Alumni can help students get laced at their respective organizations. (iii) Mentorship and scholarships- Alumni can play an active role in voluntary programmers like mentoring students in their areas of expertise. They could also play a significant role in contributing scholarships to deserving students. (iv) Networking platform- Alumni network by itself is one of the best professional networking platforms available today.

5.4.2 – No. of enrolled Alumni:

100

5.4.3 – Alumni contribution during the year (in Rupees) :

500

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Vision: To empower the economically challenged rural womens students, to become sterling citizens and contribute there might to the national development. Mission: to mould the economically backward students in all spheres, both academically and otherwise, by providing them quality and value education through curricular, co- curricular and service oriented programmes, thus enabling them to stand on their own legs. To offer quality education to rural

girls student to enable them to become self-employed. • To mould rural young girls into complete women. • To fight for rural women's self-improvement and to upgrade the economically challenged women. • To develop self-confidence, self-reliance, courage and good leadership qualities in young girls • To bring good changes in the lives of rural uneducated women through the students higher education • To stress the significance of human, moral, ethical and spiritual values etc.... • To promote patriotic feelings in youth and serve the nation with patriotism. • To instil service mindedness in young minds. • To produce the best women entrepreneurs. • To retain the inner beauty in the students and to inculcate aesthetics sencipilies in young minds. • To emerge as the best institution for women. • To make the learners realize knowledge is a god.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Examination and Evaluation	• Responsibility of the examiners increased. • Bar coding system in the examination answer book is newly introduced by the university. • University examination sedition is completely automated tickets.
Admission of Students	Students are admitted to various courses on the bases of merit. • The government reservations and guidelines are strictly followed for the admission of students. • Transparency is maintained in the admission of students. • Preference is given to sports persons in admissions. • Equal opportunities are given to students from other communities. • Flexibility and early completion of admission effected. • Information about admission is displayed through the notice board. • Admission committee (UG and PG) of the college looks after the entire admission procedure. • Applications are sold as per the Government norms. A first and second selection is displayed and students are informed. • Additional seats if required are filled after getting prior approval from the university.
Library, ICT and Physical Infrastructure / Instrumentation	The college library is equipped with sufficient numbers of text books reference books, journals, magazine and news papers etc. The library has a good number of books related to the subject and curriculum of the college. • News paper clippings are maintained. • University and college question paper sets are available. • Availability of labs from the department of zoology,

	botany, chemistry, physics along with language lab with adequate laboratory instruments. • Open Bibliography and Shodhganga.etc. • The college is having BSNL broad band in the campus for connectivity of the internet. • Elaborate arrangements have been made in the hostel to provide safe secure accommodation with homely ambience. • The college has a spacious play ground
Research and Development	English department of our institution is recognized as a research department. •Faculty members are constantly encouraged to participate and present papers in work shop, seminar and conference etc. As a result Papers have been presented in various seminar and conferences and published 16 international level and 4 national level research article are published in peer reviewed UGC recognized journals. •There are in total 3 faculty members as research guides under whom they are 1 PhD research scholars pursuing their research works. •The institution is known for its research and development activities. •Faculty members are provided with information about different research scheme so that they can apply major and minor research projects to different funding agencies. •The college magazine provides a platform for students to sharpen and exhibit their creative skills. •The extension programmes namely NSS,NCC,YRC provide innumerable opportunities to students to reach out programmes and contribute their mite. • Discussions, awareness campaigns and rallies are regularly organized by the NSS,NCC and YRC units

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nill	Nill	Nill	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<td colspan="7" align="center">**No Data Entered/Not Applicable !!!**</td>
<td colspan="7" align="center">**No file uploaded.**</td>

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	0	Nill	Nill	0
<td colspan="5" align="center">**No file uploaded.**</td>

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
All necessary help is given by the management to avail housing loan, vehicle loan and personal loans from the banking sector. • Permissions to avail (OD,RH etc) granted. • Available for the faculty to undergo FDP. • Faculty can avail On-Duty for attending the Orientation/ Refresher, short term courses and for valuation. • Insurance cover for the staff and their family. • Can avail festival advance in multiple easy installment repayment. • Financial assistance is provided through Thrift Society.	Faculty can avail On-Duty for attending the Orientation/ Refresher, short term courses and for valuation. • Insurance cover for the staff and their family. • Can avail festival advance in multiple easy installment repayment. • Financial assistance is provided through Thrift Society. • All necessary help is given by the management to avail housing loan, vehicle loan and personal loans from the banking sector.	Endowment prizes and scholarship for the students. • Government scholarship for SC,ST, MBC,DNC, first graduates and farmers family. • Career guidance provides training for students to enhance their employability and providing information and job availability. • Orientation programmes are organised for students. • Book bank facility, endowment funds and education loan facility through banks. • Scholarship from the private trust is arranged. • Sports day, Teachers day, Pongal celebration and celebration of different national and international days.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institute maintains finance and accounts systematically. Management takes periodic review of financial position of the organisation. Institution conducts external audits regularly. External audit is conducted by the JD Office, Madurai, after end of accounting period. Audit report and audited statements of accounts are discussed in College Development Committee, and Queries and suggestions are resolved satisfactorily. The institute also ensures timely submission of audited utilisation certificate to various funding agencies.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nill	0	0

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6.4.3 – Total corpus fund generated

2165

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	JD Office, Madurai	No	Nill
Administrative	Yes	JD Office, Madurai	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The Parent-Teacher Association (PTA) organises a comprehensive assembly for students studying in the in. The freshers are provided with information regarding the colleges historical background, available amenities, and a set of guidelines that must be adhered to without exception. At the commencement of each academic year, a Parent-Teacher Association (PTA) gathering is convened with the purpose of elucidating the principles and guidelines governing the institution. The directive mandates the department to organise a minimum of one meeting per semester to deliberate on the academic achievement and attendance of their offspring. The regular implementation of Parent-Teacher Meetings (PTMs) promotes interaction and fosters the development of rapport and collaboration between parents and teachers. Parents engage in communication and collaboration with the academic staff. They have the potential to contribute to the advancement of the institution and the individuals under their care.

6.5.3 – Development programmes for support staff (at least three)

Workshops, HIV Awareness training programmes were organized for the support staff. • Computer training is provided to enhance their efficiency. • Yoga session was organized.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Initiate the departments to Signing MoU with concurring institutions

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	Nill	Nill	Nill	Nill	0

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
World Child Labour Day	03/07/2016	03/07/2016	300	0
Preventive Measures for Women Harassment	23/01/2017	23/01/2017	100	0
Gender Equity: International Women'sDay	08/03/2017	08/03/2017	740	0
Entrepreneurial Skill Programme	30/08/2018	30/08/2018	110	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Plastics and tobacco-free campus. • Institution keeps the campus, clean, and garbage free. • Herbal gardens have been maintained by the students of the department of botany. • Different departments have adopted a particular area in the college to keep the campus eco-friendly. • Safe disposal of laboratory wastes. • Botany garden well maintained along with ornamental and medicinal plants. • Minimum use of papers. • Plantation programme of medicinal plants.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

advantages and disadvantages	and contribute to local community						
2016	1	1	05/12/2016	1	Womens Educat1ion	1	245

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Diary	01/07/2016	The code of conduct for students is made available in the prospectus every year and also displayed on campus in the form of display boards.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kamaraj Birth Anniversary	15/07/2016	15/07/2016	415
Independence Day	15/08/2016	15/08/2016	758
Rajiv Gandhi Birth Anniversary	20/08/2016	20/08/2016	211
Dr. A.P.J. Abdul Kalam Birth Anniversary	15/10/2016	15/10/2016	549
Valabbhai Patel Birth Anniversary	31/10/2016	31/10/2016	458
Pandit Jawaharlal Nehru Birth Anniversary	14/11/2016	14/11/2016	214
Swami Vivekananda Birth Anniversary	12/01/2017	12/01/2017	538
Republic Day	26/01/2017	26/01/2017	751

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Botanical Garden. 2. Maintaining the garden and campus plants. 3. Rainwater harvesting. 4. Reverse Osmosis plant. 5. Herbal Garden. 6. Energy efficient light (LED). 7. Safe disposal of laboratory waste.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I NSS Activities The College has Four Active NSS Units and were supervisesd by four NSS Programme Officers. The Units are actively engaged in several activities within and outside the college. Some of these are: The International Day of Yoga NSS Day International Yoga Day World Child Labour Day Leprosy Pledge Campus Cleaning Temple Cleaning Tree Plantation Free Eye Camp

Awareness talk on Importance of Women Best Practice-II Maintenance of Environment Friendly campuses The college has environment friendly green campuses. The college regularly maintains the plants species. All the campuses are clean campuses. The Green Audit is in progress. The campuses are tobacco and plastic free zones. The college also maintains precaution in making disposal of the laboratory wastes. -Campus – a. Located in the Trichy Main Road, Pallathur. b. Well maintained with external facilities and infrastructure. c. Environment -friendly measures undertaken. -High quality academic programmes at both graduate levels. -A holistic educational experience. -Broad-based curriculum with emphasis both on skills development and knowledge building. - Strong commitment to community, service, social justice, empowerment of women. -Highly qualified faculty, committed to student welfare. -Support programmes for slow learners. -Mentoring system well structured. -A strong focus on student-centred teaching-learning processes committed and dedicated faculty. -Positive and sustained approach to research and related academic activities. -Excellent library facilities. -Well maintained and safe residential facilities for students. -Strong, inclusive, value based education offered to students. -Well-equipped labs. To achieve this Vision as set by our Institution, every member is participating in own capacity like: 1) Special efforts are taken by the faculty members to make the classroom more vibrant by promoting and encouraging dialogue and participation amongst the students. 2) Feedback system allows the students to freely share their individual views about the syllabus, teaching techniques, classroom environment to improve the learning experience. 3) Management of the institution with all eagerness and spirit promotes environment for the self and professional development amongst the faculty. 4) Remedial Classes 5) Value Education (National Youth Day, Human Rights Day, Awareness Campaign, etc.) 6) Hand holding by the faculty members. 7) Skill Development Programs for the students. 8) Alumni Association

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.sacollegeforwomen.in

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The teachers are making efforts to facilitate student access to community scholarships. Scholarships are allocated to students belonging to the socioeconomically disadvantaged segment. The Tutor Ward System and Mentor system are implemented with utmost diligence. Facilitates individual achievement, positive civic involvement, and meaningful societal contribution. The inclusion of additional courses and value-added courses serves to foster and facilitate the development of both practical skills and ethical principles. Co-curricular courses are implemented with the purpose of rejuvenating individuals mental faculties and enhancing their skill sets. The library is equipped with state-of-the-art equipment. The library at our College possesses a substantial assortment of antiquated and uncommon literature. The inclusion of new works is also based on the current demand and relevance. Residential hostels exhibit a commendable level of safety and maintenance. The Laboratories possess a wide range of functional models that are readily available for demonstration.

Provide the weblink of the institution
https://www.sacollegeforwomen.in

8.Future Plans of Actions for Next Academic Year

To foster the organisation of programmes within the Institute-Industry cluster, it is imperative to incentivize the Departments. To enhance the vegetative area within the campus, it is imperative to engage in the act of planting more and more young trees. To conduct seminar, conferences, workshops in various departments. Enhance Consultancy Introduction of Traditional and Nutritious Food on Campus