



YEARLY STATUS REPORT - 2020-2021

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 in charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04565290611
• Mobile no	9443494176
• Registered e-mail	iqacsac20@gmail.com
• Alternate e-mail	seethalakshmiachicollege@yahoo.com
• Address	Trichy Main Road, Pallathur - 630 107, Sivaganga District, Tamilnadu.
• City/Town	PALLATHUR
• State/UT	Tamil Nadu
• Pin Code	630 107
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	ALAGAPPA UNIVERSITY, KARAIKUDI, SIVAGANGA DISTRICT, TAMILNADU.				
• Name of the IQAC Coordinator	Dr. R. Nageswari				
• Phone No.	04565290611				
• Alternate phone No.	6379470451				
• Mobile	9443494176				
• IQAC e-mail address	iqacsac20@gmail.com				
• Alternate Email address	seethlakshmiachicollege@yahoo.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://docs.google.com/viewerng/viewer?url=https://files.elfsightcdn.com/29bfa93c-8d3c-4d8a-8616-9ab9da301cd4/b4cfa919-5561-4394-873f-f182abb228d0/AQAR2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.66	2011	01/12/2011	01/12/2016
6.Date of Establishment of IQAC			01/12/2011		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest	Yes				

NAAC guidelines	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	04
<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? 	No
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.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 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<ul style="list-style-type: none"> • Faculty members have been requested to give coaching to students on soft skills, competitive examination skills etc., • Collected feedback from final year students, faculty members, parents about quality related institutional process. • IQAC Motivated the faculty to present papers and attend seminars and conferences. • IQAC enhanced scientific awareness among students. • IQAC encouraged all the faculty members to apply for major and minor research projects. 	
12.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	
Plan of Action	Achievements/Outcomes
Remedial coaching to the students who failed in the semester	Coaching was given to students
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Management	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	28/02/2022

15. Multidisciplinary / interdisciplinary

Add-on and value added courses are offered to students as a part of an integrative and transdisciplinary approach. Students of other departments undergo add on and value added courses in English. Like wise all the departments are conducting add on and value added courses as interdisciplinary courses to enhance the knowledge of the students. Allied courses are chosen for all major programmes which are offered by other degree programs. for example, B.A., English students study allied courses such as Modern Governments offered by History Department and Health Economics by the department of Economics. Likewise, all the departments choose allied programs offered by other departments in tandem with NEP. This enhances their understanding of other disciplines and explores them in a diverse area. To give students a wider exposure, college-level invited lectures, conferences, seminars, extension activities, outreach activities, and special talks are organized by departments which give students a deeper understanding of other disciplines.

16. Academic bank of credits (ABC):

Academic Bank of Credits Enables our students' mobility across Higher Education Institutions. It helps in seamless integration of skills and experiences into a Credit Based system. By this system and under the norms of Alagappa University we welcome the students from various colleges Who want to change their institution due to their personal inconveniences.

17. Skill development:

Since our inception our institution has become synonymous with empowering young creative women into the next generation of fashion designers, entrepreneurs and more. Our focus on transforming students into Complete Professionals means that students are exposed to a wide variety of resources and opportunities to shine in future. We offer a plethora of courses focusing on the different aspects of professional skills and fashion, such as tailoring course, beautician course, embroidery course, keyboard playing, computer

application, spoken English, course on arts from waste and so much more. These courses are tailor-made to make students ultimately job ready. Unlike traditional courses, these courses strengthen the student's procedural knowledge and empower them as skilled individuals.

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

Our institution consider it critical to respect our culture and tradition in order to build positive relationships among the students . We believe, this understanding improves communication, trust and cooperation. We belong to the southern district Sivaganga which is considered one of the rain-fed agricultural regions . Almost all our students belong to the agricultural families. To recognize the pain and strain taken by the farmers in cultivation and to respect the natural forces and animals for their contribution to agriculture and successful harvest, we celebrate our traditional Pongal festival. Since most of the students hail from farmers' families this festival is a symbol of social integration irrespective of caste, religion, and race. Every year, the Pongal day is celebrated. During the celebration, we inculcate the value of traditional food and traditional sports. The students perform traditional dance kummi and pray to the sun God to give prosperity in the years to come. We also celebrate the Independence day and Republic day in a grand manner every year to instil the reverence for the freedom fighters and the value of freedom in the young minds. As our college is situated in economically and educationally backward regions, most of the students are not well versed in English communication. So, we adopt the bilingual mode of teaching. If needed, we translate the important words and phrases into Tamil language, so that they understand the content easily. We also teach sanskrit to students whoever opts for it.

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

Programme Education Objectives (PEO), Programme Specific Outcomes (PSO), and Programme Outcomes (PO) for each programme are clearly stated on the website. The students are given access to an additional learning platform where the course outcomes are skill oriented. Attainment of program outcomes is done by mapping course outcomes (CO) with POs and PSOs as part of the OBE. Each department evaluates its students' PO and PSO achievement at the end of each semester.

20.Distance education/online education:

Since our college is government aided and affiliated to Alagappa

University, we don't have the rights to start a distance education programme. Online classes have been conducted during the COVID-19 lockdown. We conducted the classes using Zoom Meet and Google Meet. Course materials were shared and homework and assignments were received in Google classroom. We used Microsoft Power point and Google slides to teach subjects. By the suggestion and instruction of the management all the teachers prepared e-content to teach and engage the students throughout the lockdown period. Online quizzes were conducted to evaluate the students' attainment. The staff members were also motivated to participate in webinars to enrich their expertise.

Extended Profile

1.Programme

1.1	10
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	900
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	499
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	248
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	48
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	0
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	38
4.2 Total expenditure excluding salary during the year (INR in lakhs)	3.66172
4.3 Total number of computers on campus for academic purposes	31
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>This year the complete curriculum delivery took place in online mode due to pandemic. The</p> <p>Principal had meetings from time to time and implemented</p>	

the Online mode of teaching learning process effectively. A separate Time Table for the online classes

was prepared and the Google Classrooms were formed for all the subjects and they were operated by the

concerned teachers. WhatsApp groups for all the classes were formed by the college to share all the

important announcements, notices and the time tables with the students. The teachers conducted

lectures by scheduled Google Meets as per their individual time tables. The syllabi, notes and Google

Meet links were shared with the students in their Google classrooms and WhatsApp groups. Most of the

teachers used PPTs, YouTube videos, audios, PDF documents and their own e-contents to make the

teaching learning experience more effective.

The online attendance was recorded by using Google forms and Google

Extension for attendance. The optimum use of Information and Technology (ICT) was ensured by the

teachers and students. Though face to face or traditional teaching and learning was a challenging task in

the pandemic period, the institution succeeded in curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Since it is a pandemic time, only weekly academic virtual schedule is prepared with close consultation with the Principal and The Heads

of the departments to carry out the academic works. The departmental activities and curriculum delivery are planned accordingly. As a part of the vision of the teaching and learning process, the institution adopts a Continuous Internal Evaluation system to assess all aspects of a students' development and understanding on a continuous basis throughout the year. Since it is a pandemic time we used online mode of evaluation. Through Google forms and Google quizzes we evaluated the students. Assignments were evaluated in Google classroom and students were encouraged to take seminars in Google and Zoom meets. As a part of a reform method and to monitor the performance of the students, Parents were asked to meet the concerned Mentor in Google meet to discuss the academic performances and personal issues of their daughters .

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

10

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

12

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

542

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our college integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability to solve current issues such as unemployment, financial crises, human rights etc.

Professional Ethics:To enrich the students' Professional knowledge and skills, the College offers add on and value added courses like Communicative English, Professional English, Soft skills, etc., Effective Employability Skill, Interview Techniques, Interpersonal Communication and Soft skill development are the other courses to make the students be prepared for the first step in their career. These skills improve their personality.

As we are leading a mechanical life, the curriculum has given a chance to the students to build up their mental stability and peace by Manavalakalai Yoga.

Gender:The students are educated and trained to sensitize and aware of gender-based issues. Many awareness programmes and activities, are periodically conducted.

Women's studies:As per the University norms, the College offers Value Education which is compulsory for all the second-year students. The women authors and the lessons on Women in the prescribed syllabus create awareness and stand as an inspiration to our girls.

Environment and Sustainability:The College has facilities like rain water harvesting, waste water recycling and solar panel. The College Conducts green audit, energy audit and environment audits to sustain the environment.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

8

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

E. None of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may

C. Feedback collected and

be classified as follows	analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

307

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

316

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Catering to Student Diversity

The fast learners can adopt a "know-it-all" state of mind and can soon become uninterested. On the other hand, slow learners might be hard workers and will do whatever it takes to find the answer. Fast

learners can find things too easy and cut corners with processes as well. There is an informal mechanism to assess the learning level of the students. Further, no special programme was organized for advanced learners, and not even for the slow learners because of the pandemic. But the doubt clearing sessions were conducted by the Departments and E - contents were shared to them for clarification. All the departments have undertaken students' feedback. Unit tests, assignments, and tutorials were handled by the departments to assess the learning level of students.

File Description	Documents
Paste link for additional information	1. https://youtube.com/playlist?list=PLnXuB3yd6XL9Uhhmog5TgVeQfy-8knYOp&si=DPMEU5tGKQ1LYTV0
Upload any additional information	View File

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

Number of Students	Number of Teachers
900	48

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Teaching- Learning Process

Besides the regular stream of teaching and learning, students are encouraged to participate in various co-curricular and extracurricular activities. Participative learning and problem-solving methodologies such as case study, group discussions, project works, field trips, class seminars, educational tours etc., are practised. Project works help the students to cultivate higher order thinking and problem-solving skills. Moreover, this also aid them to have deeper engagement and interaction with learning content. We also take students to many places on educational tours every year. Participative learning is imparted to the students by giving project works.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Many departments in the college have been using information and communication technologies. Smart digital and technological instruments like computers, laptops, smartphones, projectors, scanners, and printers are used by all the departments. The G-suite platform was used in all the departments especially Google Classroom was immensely useful for online classes and assignments. Almost all the staff members have converted their subject into PowerPoint presentations and some of them have started their own YouTube channels through which many lectures and programs are live streamed. Students found the online quizzes more interesting and easy to develop their subject knowledge and skills.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
48	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
42	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
48	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Evaluation Process and Reforms

The College systematically functions and adheres to the academic calendar prepared every year. At the beginning of every year, academic council meeting is convened, and internal examination dates are fixed. The fixed dates are mentioned in the academic calendar which is distributed to the students at the beginning of the semester itself. Centralized Internal Assessment is practised. Two internal tests are conducted. Timetable is displayed in college website, respective department notice board and college notice board. After the completion of the tests, answer sheets are given to the students and students note their marks. In case of transparency, internal marks are displayed in the notice board. If any student misses the internal test, one more chance is given to the students upon genuine reason.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

- In the mid semester Grievance Mechanism for internal evaluation, the College conducts student assessments as per the prescribed schedule in the academic calendar. Question papers based on a syllabus are prepared by the respective subject faculty members, and then verified by the head of the departments concerned.
- Internal marks are determined on the basis of the internal tests, assignment and seminar.
- Grievance mechanism for External evaluations
- Any grievances, to the University question paper, Hall ticket, correction in name and other data are reported by students to the concerned faculty member who, in turn, informs the Head of the department. The Head of the department informs the Principal in writing. The Principal discusses the issues with the faculty member

and, based on the genuineness of the grievance, forwards it to the Controller of Examinations, Alagappa University, Karaikudi.

- Once the University Examination results are declared, the credit details of each subject are available in the student's login. To redress the grievances related to valuation procedure, the University informs student to apply for the revaluation or scrutiny process through the University portal. A special fee is collected for the same by the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes (POs), Programme Specific Outcomes (PSOs) and Course outcomes (COs) are necessary for the flexibility and innovation in programme design, syllabi development, teaching-learning process, and assessment of student learning levels. The POs/PSOs/COs of all the programmes after duly considering the inputs from faculty and alumni is posted in the college website. POs and Cos are communicated to the students in the Student Induction Programme and Department wise Bridge Course programme. Further, hard copy of the POs and Cos are displayed in the notice board.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

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

Students' progression to higher studies, qualification in competitive examinations and placements are the three major criteria under which PO is evaluated. It can be assessed by conducting standardised examinations at the end of the semester where students are given limited amount of time. Continuous Internal Examination (CIE) and Semester End Examination (SEE) are the prime tools for evaluation of PO and CO attainment. Students are encouraged to participate in all the curricular, co-curricular and extracurricular activities of the college. Programme outcomes, programme specific and course outcomes are measured based on the performance and achievements of students in curricular, co-curriculum and other activities such as seminar presentation, attending e-quizzes, daily tests, assignments, project work etc., Student Feedback on Curriculum is obtained and the same is shared with the department heads so that their feedback is discussed and relevant changes if any are made.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

285

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.sacollegeforwomen.in/results.html#>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0.3

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Functions:

- Creating research culture among faculty members and students.
- Encouraging and guiding to undertake (Minor & Major) research projects.
- Guidance for publication of papers/articles in UGC Care list/Scopus/WOS and other reputed referred journals.
- Motivating to organize more number of seminars, conferences & workshops.

Initiatives

- Organized an Awareness E-quiz program.
- Undergone internship through online.
- Conducted E-quiz, Webinar and Conferences to enrich and transfer the knowledge.
- The staff and students Registered and attended online

certificate courses like SWAYAM& NPTEL.

- The learning of our faculty members never ceased even during the pandemic period. Our staff published several research articles with ISSN.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during

the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

9

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

- To create awareness about recent issues on Covid - 19, E - Quiz was conducted by various service units like EDC, NSS, RRC, Women Cell and YRC.
- NSS orients and encourages students through E-Quiz on Covid-19, Awareness on Blood Donation, Celebration of International Yoga Day, Republic Day and Voters Day
- Women empowerment Cell organized E-Quiz on Women Achievers.
- YRC conducted E- Quiz related with general awareness on Covid-19.
- RRC has conducted E-Poster contest on Impact of Covid 19 and Quiz Wiz on World Aids Day.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Physical facilities for teaching and learning include forty eight spacious, ventilated and adequately furnished class rooms, one spacious auditorium hall with LCD projectors and well equipped departments with computers.

Laboratories:

Language Laboratory: One language laboratory with a LCD projector and 21 computers with hearing aids for LSRW skills and video conferencing.

- **Computer Laboratory:** 38 computers with 1 colour printer with scanner.

- **Physics Laboratory:** Physics laboratory is well equipped with advanced research instruments like Centrifuge and Chromatography.

- **Chemistry Laboratory:** Section pump, Water bath, conductometer, potentiometer, electric weighing balance and centrifuge machine are added in the Laboratory.

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

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

College Infrastructure

II. Class Room Facilities:

Physical facilities for teaching and learning include forty eight spacious, ventilated and adequately furnished class rooms, one spacious auditorium hall with LCD projectors and well equipped departments with computers. Two class rooms are provided with LCD projectors and smart boards.

Laboratories:

Language Laboratory: One language laboratory with a LCD projector and 21 computers with hearing aids for LSRW skills and video conferencing.

- **Computer Laboratory:** 30 computers with 1 colour printer with scanner.

- **Physics Laboratory:** Physics laboratory is well equipped with advance research instruments like Centrifuge and Chromatography.

- **Chemistry Laboratory:** Section pump, Water bath, conductometer, potentiometer, electric weighing balance and centrifuge machine are added in the Laboratory.

SPORTS AND GAMES:

The college provides sufficient opportunities to the students to develop and exhibit their talents in sports, games (indoor, outdoor), yoga and cultural activities. The sports activities are carried out by physical directress. The College has well structured facilities for kho-kho, Kabaddi, volley ball, ball badminton and basketball. It also has the facilities for track events, long jump, triple jump, shot put, discus and javelin throws. Indoor games such as carom, chess, shuttle cock and table tennis are also available.

The College has a spacious auditorium hall with supporting Audio-Visual aids and lighting facilities to practice and perform the cultural events. A separate room is available to store the cultural properties. Cultural Committee conducts cultural programme every year

for the students to encourage and exhibit their talents.

Though yoga is exercised regularly, International Yoga Day is observed in the College on 21st June.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sacollegeforwomen.in/sports.html

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3.66172

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is well equipped with 16,161 books. The Library is open from 10. a.m. to 4.00 p.m. on all working days. It is fully automated with MODERNLIB Software from 2014.

Digital Section:

Separate Digital section is available with computers for

accessing digital resources. Access to online resources such as N-LIST is also available. Free Wi-Fi access is enabled in the library.

E- library

E-library feature is an integral part of the software. This feature is used to build the digital library. The E-library includes the subscribed journals, open access full text journals, subscribed and open access e-books as well as Newspaper.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

0.36

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

51

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi****IT Facilities:**

The College considers that technology plays an important role in knowledge building and skill development and is enabled with various IT facilities which are updated periodically. The institution created and installed the language lab which is constantly upgraded with required infrastructure with adequate computers, Wi-Fi and software in the Language Lab to strengthen the abilities of the students in LSRW (Listening, Speaking, Reading and Writing skills.

IT Facilities:

The College considers that technology plays an important role in knowledge building and skill development and is enabled with various IT facilities which are updated periodically. The institution created and installed the language lab which is constantly upgraded with required infrastructure of 21 systems, 21 headphones,

projectors, Wi-Fi and software in the Language Lab to strengthen the abilities of the students in LSRW (Listening, Speaking, Reading and Writing skills).

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

4.3.2 - Number of Computers

31

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3.66172

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

- The Classrooms, staff rooms, laboratories, library and common areas are cleansed daily by the support staff.
- The wash rooms of staff and students are cleansed twice a day.
- Continuous flow of water is ensured.
- Refilling sanitary napkin vending machines are done on regular basis.
- Discarding machines are maintained properly.

Usage of ICT

Optimum utilization of class room with ICT facility is ensured.

Green and Healthy Environment: The College has a team of efficient and experienced gardeners to maintain the flora in the campus. Seasonal and herbal plants are nurtured for green and healthy environment. The College also maintains Herbal and Organic Gardens.

Sports Facilities: The sports equipments are maintained under the supervision of Physical Directress. The field for track and field events is regularly mowed and maintained for regular practice.

Canteen: A canteen is located to cater the needs of the students. Stationary items, toilet things, snacks, food and beverage items are available for both day scholars and hostellers.

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

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
501	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
501	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

26

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

105

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution takes care in promoting the students to acquire leadership qualities. Accordingly the students are motivated to take active part in the regular functioning, policy making, and

administration processes. The students' council is a part of the academic and administrative set up of the institution which is constituted and installed every academic year. It includes office bearers namely President, Vice President, Secretary, joint secretary, Arts Secretary, Sports Secretary, and members of the council. They organize various functions and academic programmes, and maintain records. The College Day is celebrated at the end of each academic year involving students' council. Students represent in various committees such as Arts Association, Sports and Games Committee, Anti Ragging Committee, National Service Scheme, Youth Red Cross and Red Ribbon Club. The Sports Secretary and her team help in identifying the students' talents in sports and games, and assist Physical Directress in the process of selection of students for various teams. She facilitates the players to participate in competition at various levels. The institution organizes cultural competitions. The Arts Secretary shoulder the responsibility of organizing such programmes in collaboration with the Arts Co-ordinator, and assists in selecting the students for various fine arts and cultural events, and participates in training and grooming the students. Thus, the institution facilitates the students to have students' council and to involve themselves to create a conducive academic environment not only to enrich their academic knowledge but also to groom social responsibility and leadership qualities.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumnae Association was established in 2013 and registered in 2023 under section 10 of the Tamil Nadu Societies Registration Act, 1975. Every year the meeting is conducted. Membership subscription has been collected from the Alumnae members and utilized for the development purpose of the College. According to the bye-laws, accounts are maintained and audited by the auditor. Alumnae Association is renewed every year. One of the main purposes of Alumnae Association is to support a network of former graduates who will in turn help to raise the profile of the College. Moreover, it is a way to keep their connection with the College. Alumnae programs are open to all graduates. The students once completed their degree, they join as a life member of our association. So, our college has strong alumnae with 248 passed out students during the year 2020-2021. They actively participating in the academic and non-academic activities and play a significant role in the institution's development. Alumnae who are professionals and entrepreneurs, are invited as resource persons for the cultural programme, sports day, women's day, seminars and workshops. They interact with the students and share their experiences. They play an important role in grooming the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Our college focuses to offer holistic education to rural deprived women who strive to uphold their dignity in the society. Through the effective governance, the College prepares strategies and policies to improve the quality of higher education for women students. The governance of the College echoes the provisions exhibited through vision and mission and reflected through its objectives.</p>	
<p>Academic Council is the apex body which prepares policies and conducts the College's improvement practices by setting principles and participatory decision-making processes. These are necessary not just to accomplish the College's vision and purpose, but also to develop its traditions. Within the establishment and execution of its quality policies in teaching, learning and extension programmes, the Academic Council, IQAC, and even faculty play a significant role. The College prepares and executes the schemes to fulfil its vision. The role of leadership is apparent in ensuring the fulfilment of policy statements and action plans of the expressed mission. The Academic Council Meeting is held once in a year and chaired by the Principal. The meeting focuses on the curriculum implementation, teaching, learning processes and infrastructural developments. A well organized organogram reveals participative leadership and enables the successful accomplishment of its perspective plans visualized every year.</p>	
File Description	Documents
Paste link for additional information	https://www.sacollegeforwomen.in/visionandmission.html
Upload any additional information	View File

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

The College sustains and motivates a culture of decentralization and participative management by involving staff members in a number of administrative roles. The Academic Council is the apex decision-making authority in the College. Under the Academic Council, many committees and cells are formulated like Planning and Evaluation Committee, Guidance and Counseling Committee, Sexual Harassment Committee, Placement and Career Guidance Cell, in which faculty members, students and stakeholders are involved. Decentralization mechanism is evolved throughout the entire college. Principal is the coordinator of various activities. Responsibility is delegated to Coordinators and Heads of the departments. This leads to effective, transparent and progressive and participative functioning. Every committee has the independence to organize their plan and decide execution processes. The committees are responsible for admission, time table, examination, welfare of students and extension activities. The committee meetings are held as and when necessary.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our College has shifted to online learning platforms for the academic year 2020-2021 due to the pandemic (Covid-19 Lockdown).

The Academic activities are as follows:

- The Online classes were carried out through Google Meet and the materials were sent through LMS.
- Exams/Tests were conducted online mode through LMS.
- Planned to organize webinars/conference/monthly activities in online mode and they were successfully completed.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

Our College is affiliated to Alagappa university, Karaikudi. Its educational structure is governed by the Secretary as the overall head, the Principal and Vice Principal as the working heads, aided by IQAC and staff members. The College's apex body is the Academic Council. Its whole foundation relies on the students' council, parents, alumnae and well-wishers.

The administrative structure consists of the Secretary and Principal, followed by the Vice-Principal, faculty members, IQAC coordinator, HODs, librarian, and the head of the hostel, stakeholders, students' council, supportive staff and the maintenance staff.

Recruitment and Promotional Policies

Teaching and non-teaching staff members are recruited on the basis of merit. In order to fill the vacancies, interviews are conducted. The probationary period of the recruited staff is one year. The terms and conditions for them are mentioned in their appointment order. The salary is based on the qualification and service and it is revised once in a year

File Description	Documents
Paste link for additional information	https://www.sacollegeforwomen.in/organogram.html
Link to Organogram of the institution webpage	https://www.sacollegeforwomen.in/organogram.html
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The management has undertaken a number of welfare measures for teaching and non-teaching faculty. It implements them through different modes and channels.

- Full salary was given to all faculty members during lockdown.
- Faculty members are deputed to attend orientation, Refresher Programmes and to attend NET/SET examination 'on duty'.
- Casual leave, Maternity leave, Medical leave are permitted.
- Employees Provident Fund scheme is implemented for teaching and non-teaching staff.
- Loan facility is available for the staff.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The College evaluates faculty members through three types of assessment - self appraisal done by the individual faculty, evaluation by students and performance appraisal by the Principal. The performance appraisal system of the Institution ensures proper procedure. It is a compulsory and a continuous process which is conducted annually to provide information necessary for making relevant and objective decisions on the Institution's total staff.

The College collects structural feedback from students on faculty's performance for further improvement and implementation. The Principal evaluates the performance of the staff at the outset of the personal interview itself. She reviews the performance of the staff through personal observation and supervision. She appreciates the staff who perform their allotted tasks better and gives correction to those who do not. This performance appraisal helps the faculty to identify their strength and weaknesses and take necessary corrective measures.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

External Audit are done regularly .

- External auditor completes statutory audit at the end of each financial year.
- The audited financial statements comprises of salary, fee collection and expenses.
- Tution fee for the UG and PG students are collected as per the University and UGC norms.
- The scholarship accounts are submitted every year to the Regional Joint Director of Collegiate Education, Madurai.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Mobilization and Utilization of Financial Resources:

Our Institution is known for its efficiency, accountability and transparency in its functioning since its inception.

The heads of the departments estimate their departmental requirements and prepare a plan every year and sanctioned by the management. Mobilization of Funds: Fund is mobilized from fees and contribution of Alumnae, PTA and well wishers with which the expenses are met.

Utilization Requirements: Resources are properly used for the allotted purpose, urgent requirements and welfare of student community and our institution. Funds are moved only through proper channels of administration.

Optimal Utilization: Fund is utilized for maintenance, building, infrastructure, procurement of lab equipment and learning tools. Also utilized for the underprivileged students in the matter of fee payment. Expenses towards enhancing greenery; water facility and campus utility are also met from the fund. Staff are contributing as charity in times of natural disasters.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the

quality assurance strategies and processes

IQAC has taken following initiatives for the institutionalization of the quality culture in the College: IQAC conducts workshop, seminars based on quality development such as Post Accreditation Quality Sustenance Measures, Revised Assessment and Accreditation Framework for NAAC, to enrich the ideas about quality measurements.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC is ensuring quality through a conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. IQAC instruct the staff members to take online classes effectively and efficiently.

- ICT has been made an integral component of the academic

Environment

- Mentoring system has been exercised regularly.

ICT

During the pandemic period, IQAC gave training how to take class through online and google classroom etc. All the staff members practiced and fully equipped themselves by taking classes online. And also gave class tests, Assignments and Quizzes through google classroom. Many of the staff members prepared recorded videos; eminent persons' videos and so on. Students and staff members registered in swayam to enhance and improve their knowledge in various fields. The registered students received certificates from the same.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution has inculcated various courses, events, policies, forums and structural facilities for promotion of gender equity within the campus and in the society.

In the curriculum, following gender related courses have been added in certain specific programmes.

Title of the Course

Subject Code

Semester

Credit

Women's Writing in English

7BEN5C2

V

5

Women's Studies

7BHIE3B

VI

5

Gender Economics

7BAEE3B

VI

5

The institution Seethalakshmi Achi College for women was exclusively started by our founder for the betterment of women children in the rural areas surrounding Pallathur. The institution has exclusively formed some committees for promotion of Gender equity and for safety and security of women.

- Women Entrepreneurial cell
- Anti-ragging Cell
- Women Empowerment Cell

Our institution constantly organizes programs on gender sensitization by inviting resource persons from reputed organization. This year, we have organized women safety related programs such as Act for Protection for women from domestic violence, Kaavalan APP, Click on kavalan App, cyber crime etc.,

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://vikaspedia.in/e-governance/women-and-e-governance/kavalansos-mobile-app

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	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Our institution has separate waste management and recycle system for different types of waste.

SOLID WASTE MANAGEMENT AND RECYCLING

Each department has provided with two dustbins one for degradable and another one for non-degradable waste collection. Students and faculty members have been motivated to put the wastes separately. Every day morning sanitary workers clean the campus and collect all the leaf litters and other wastes fell on the ground, the waste from the departments and office. Degradable waste are composted in the specially established compost pit and the manure generated are used for the gardens.

LIQUID WASTE MANAGEMENT AND RECYCLING

Liquid waste is generated in four different ways viz. laboratory waste, waste water from the Reverse Osmosis plant, wash room waste

and hand and dish wash from the canteen. Separate collecting and drainage system has been designed and developed.

E-WASTE MANAGEMENT

HAZARDOUS CHEMICALS WASTE MANAGEMENT:

The hazardous chemical waste from the scientific laboratories are being collected separately and disposed in a deeply established disposal pit.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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	E. None of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Our institution has a strong commitment towards communal harmony and equitable society. In the vision statement of the institution, it is clearly mentioned that "Education to all irrespective of caste, community and religion" and "Communal harmony through education". The mission statement of the institution is to produce disciplined, competent, socially committed and morally upright intellectuals through high quality education and research. All teaching and non-teaching staff members and students are committed to this Vision and Mission of the institution. Our institution has some organized structures to promote tolerance towards cultural, regional, linguistic, communal socioeconomic harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institute commemorates significant events such as Independence Day and Republic Day in order to emphasise the significance of freedom and the illustrious history of India's struggle for independence. The objective of this endeavour is to emphasise the fundamental principles enshrined in the constitution, namely liberty, equality, and fraternity. The Student Council election is held annually by the College. The College mandates the involvement

of its staff members as officials in the administration of general elections.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.sacollegeforwomen.in/ncc.html
Any other relevant information	Nil

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 organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The campus had events for Independence Day and Republic Day, with active participation from both teachers and students. The NCC and NSS Units organise flag hoisting ceremonies accompanied by parades to commemorate Independence Day and Republic Day.

National Youth Festival is celebrated in the month of January.

Both the National Service Scheme (NSS) and the National Cadet Corps (NCC) commemorate Kargil Day on the 26th of July, as a gesture of reverence towards the brave soldiers who sacrificed their lives during the Kargil War.

The Institution celebrates National Science Day on the 28th of February.

The observance of Sadbhavana Diwas commemorated on August 20th through the pledge.

International Women's Day on March 8th , is commemorated with the objective of advancing the principles of gender equality.

Teachers' Day is celebrated by the Institution on the 5th of September as a means of honouring teachers.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICES IN A NUT SHELL:

? Adoption of villages and a High School

? Serving Old Age and Mentally Retarded Home

? Raising a helping hand to the people during the natural disasters

? Conducting Blood Donation Camp

Objective of the practice:

? To mould the students to become socially committed and responsible citizens.

? To impart human values through outreach activities.

? To highlight the "students' obligations" for the society.

? To understand the meaning of "service and sacrifice".

? To underline the need of moral support.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- Value based education
- Leadership skill development
- Communicative skills
- Success in all spheres curricular and extracurricular, sports and cultural.
- Offer Quality Education to rural girl students, enabling their self-employment.
- Mould rural young girls into complete women.
- Fight for self-improvement of rural women and upgrade them economically.
- Develop Self-Confidence, Self-Reliance, Courage and Good Leadership Qualities in young girls.
- Bring good changes in the lives of rural uneducated women through the students' higher education.
- Stress the significance of Human, Moral, Ethical, and Spiritual Values among other virtues.
- Promote nationalistic feelings in youth to serve the nation with patriotism.
- Instill Service mindedness in the young.
- Produce the best of women entrepreneurs.
- Retain inner beauty in the students inculcating aesthetic sensibilities in young minds.

- Emerge as the Best Institution for Women.
- Make the learners realise Knowledge is God.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Action Plan - 2021-22

- Preparing Academic Calendar for the year 2021-2022 consisting of all events including the Examination schedule.
- To Conduct Orientation Programme for new students (I UG & I PG).
- To Conduct Entry level test for fresher's.
- To Conduct Students' Union Election.
- To Prepare Annual plan for all the Departments, Service Units, Committees and Clubs.
- To Encourage the Departments to conduct Add-on Programme and Increase the MoU agreement and its activities.
- To insist the Departments to focus on Experiential learning & Internship.
- Motivating the Departments to Organize more Seminar, Workshop