# YEARLY STATUS REPORT - 2021-2022

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1.Name of the Institution** | SEETHALAKSHMI ACHI COLLEGE FOR WOMEN, PALLATHUR |
| • 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 | 9486964881 |
| • Registered e-mail | iqacsac20@gmail.com |
| • Alternate e-mail | principalsacollegeforwomen@gmail.com |
| • Address | Trichy Main Road Pallathur. |
| • City/Town | Pallathur |
| • State/UT | Tamil Nadu |
| • Pin Code | 630107 |
| **2.Institutional status** | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Women |
| • Location | Rural |

| | | |
|---|---|---|
| • Financial Status | | **Grants-in aid** |
| • Name of the Affiliating University | | **Alagappa University** |
| • Name of the IQAC Coordinator | | **Dr. R. Nageswari** |
| • Phone No. | | **04565290611** |
| • Alternate phone No. | | **9486964881** |
| • Mobile | | **9080299449** |
| • IQAC e-mail address | | **iqacsac20@gmail.com** |
| • Alternate Email address | | **principalsacollegeforwomen@gmail.com** |
| **3.Website address (Web link of the AQAR (Previous Academic Year)** | | https://www.sacollegeforwomen.in/aqar/AQAR-2020%20-%202021.pdf |
| **4.Whether Academic Calendar prepared during the year?** | | **Yes** |
| • if yes, whether it is uploaded in the Institutional website Web link: | | https://sacollegeforwomen.in/calendar/Calendar-2021-2022.pdf |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **B** | **2.66** | **2011** | **30/11/2011** | **29/11/2016** |

| | |
|---|---|
| **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 NAAC guidelines** | **Yes** |
| • Upload latest notification of formation of IQAC | View File |

| 9.No. of IQAC meetings held during the year | 2 | |
|---|---|---|
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | No | |
| • 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 | |
| • If yes, mention the amount | | |

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

- Faculty members have been requested to give coaching to students on soft skills and competitive examination skills etc. • Collected feedback from final year students, faculty members, parents about quality related institutional process. • IQAC Motivates faculty to present papers and attend seminars and conferences. • IQAC enhances scientific awareness among students. • IQAC encourages 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 given to students |
| IQAC encourages all the faculty members to attend seminar, conference | Faculty members attended seminar and conference |

| 13.Whether the AQAR was placed before statutory body? | No |
|---|---|
| • Name of the statutory body | |

| Name | Date of meeting(s) |
|------|-------------------|
| Nil | Nil |

## 14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|------|-------------------|
| 2021 - 2022 | 08/02/2023 |

## 15. Multidisciplinary / interdisciplinary

Add on Courses and Value Added Courses are offered to the students as a part of Multidisciplinary and integrative approach. Owing to the CBCS pattern of Education our students get an opportunity to learn the allied courses of other major. The students may opt for a course in other discipline too. This enhances their skills.This promotes their knowledge of other disciplines.

## 16. Academic bank of credits (ABC):

Academic Bank of credit is a virtual/digital storehouse that contains information on the credits earned by individual students throughout their learning journey. The College realizes the necessity to register for the UGC proposed ABC in order to promote learner centric approach, inter disciplinarity, provide opportunities to enroll the courses of their choiceand pursue them at their own pace. Seethalakshmi Achi College for Women follows the principle of flexibility inlearning by providing choice-based education system for the students. It hasthe technological and infrastructural facilities that supports the successfulimplementation of the ABC system in the institution. Our institutionwelcomes the new system of ABC which permits the students to avail thebenefits of credit transfer and the possibilities of multiple entries andexits. Once implemented, the students will have the option to enter/exiteducational institutions based on their credits. As per the objectives ofthe ABC system, the college has already invested good efforts at itsstudent-centric and learner-friendly approaches. The curriculum also offerssufficient time and convenience for the students for the successfulcompletion of the course programs of their choice.

## 17. Skill development:

Co-curricular courses are offered to the students of First and Second year Under Graduate. This motivates them to improve their skills of their own interest. It forms base for them to become entrepreneurs. Career Oriented Programme is a mandatory course for

the UG students. This enhances their skills in English language which moulds them to become professionals.

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

One of the desirable values incorporated into the teaching/ learning methodology is the integration of Indian/ native/ local knowledge system. The college offers language courses like Tamil and Sanskrit. While holding the classes the faculty adapt monolingual and bi-lingual modes of Communication. Interactions during the session give ample scope for local native language. The institution invites language experts, Yoga experts and experts from various fields to offer and enhance the indigenous knowledge of the subjects.

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

The programmes in Seethalakshmi Achi College for Women are offered as Outcome Based Education by clearly stating the Program outcomes and Course outcomes. Program outcomes not only focus on developing domain -specific skills but also on outcomes that ensure ethical progress and entrepreneurial skills.College instructs the course instructors to decide the outcome of the course focusing on cognitive abilities like Remembering, Understanding, Applying, Analysing Evaluating and Creating. Attainment of outcome is assessed through internal and external components. Formative assessment through CIA, Model examinations, assignments, seminar and Summative assessment through end-semester university examination.

**20.Distance education/online education:**

Our institution is affiliated to Alagappa University. Hence we cannot implement distance education.

# 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                                                                          **933**

Number of students during the year

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

2.2                                                                  **366**

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                                                                  **378**

Number of outgoing/ final year students during the year

| File Description | Documents |
|---|---|
| Data Template | View File |

**3.Academic**

3.1                                                                  **48**

Number of full time teachers during the year

| File Description | Documents |
|---|---|
| Data Template | View File |

3.2                                                                  **0**

Number of sanctioned posts during the year

# Extended Profile

## 1.Programme

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

| File Description | Documents |
|---|---|
| Data Template | View File |

## 2.Student

| 2.1 Number of students during the year | 933 |
|---|---|

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| 2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | 366 |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 2.3 Number of outgoing/ final year students during the year | 378 |
|---|---|

| 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 | <u>View File</u> |

## 4.Institution

| 4.1 Total number of Classrooms and Seminar halls | 43 |
|---|---|
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 312500 |
| 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

Seethalakshmi Achi College for Women is affiliated to Alagappa University and follows the framework prescribed by the University. CBCS system was successfully implemented. Revision and upgradation of the syllabi is done at the University level. The college has a mechanism for effective online as well as offlinecurriculum delivery as it is the end pandemic period. Periodical online meetings of IQAC with the Heads of the department are convened to enlist various strategies to implement the curriculum through online mode and offline mode effectively.

Some of the faculty members of the college are members of Board of Studies who are actively engaged in syllabus revision, curriculum updating etc. Program Outcomes (Pos), Programme Specific Outcomes (PSOs), and Course Outcomes (Cos) are prepared for core papers, allied papers, SBS papers, NME, and Value education according to the demands of the pandemic period. Subjects are chosen by the faculty with the consent of the HODs. Course coverage is

periodically assessed and any related issues/discrepancies /modifications are discussed in the meetings for effective curriculum delivery.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.sacollegeforwomen.in/iqac.html |

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

Our college is affiliated to Alagappa University and follows the evaluation scheme designed by the University.As it is the end pandemic period, the college adheres to the factor of student attendance in all assessments. Regular online attendance was documented by the faculty during lock down and offline attendance during unlock period. Various online methods and tools of assessmentwere used according to the nature of the subjects. The methods includedregular attendance in online classes, performances in submission of online assignments, online tests, online seminar presentations;online projects etc., The performances of the students in the online classes were closely monitored by the class mentors. When the students came to the college the above procedure were followed offline.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.sacollegeforwomen.in/results.html# |

**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**

B. Any 3 of the above

**process of the affiliating University**

| 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 | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| 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)

**11**

| 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

**367**

| 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

**Seethalakshmi Achi College for Women has been actively trying to integrate issues relevant to Gender, Environment and sustainability, Human Values, Gender and Professional Ethics in the curriculum. In order to sensitize students about the environment and sustainability issues, a number of quiz programmes have been organized both online and offline on conservation of environment, women's rights, human values in 21st century etc.,.**

**A webinar on climate change has been held. Environment Day is celebrated every year on 5th June. World Nature Conservation Day is also celebrated every year. In the U.G. syllabus there is a mandatory paper onEnvironment studies. Gender sensitivity and gender sensitization is accomplished through amalgamation of theory and practice. English department hasgender studies in its syllabus. To inculcate values and ethics and make students socially responsible, the college encourages students to enroll as NSS or NCC volunteers.**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

**2**

| 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 | View File |
| 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

**20**

| 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

**C. Any 2 of the above**

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.sacollegeforwomen.in/alumnaeassociates.html |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| URL for feedback report | https://www.sacollegeforwomen.in/alumnaeassociates.html |

## 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

**366**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| 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

**364**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| 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

**In the pandemic period, the classes were conducted online. The attendance, performance, assignments, projects were received and assessed online. The advanced learners and slow learners were**

categorized based on the performance and active participation in the online classes and tests. The advanced learners were encouraged to do innovative assignments and slow learners were given simplified materials through PPTs. Special and simplified tests were conducted to the slow learners where as challenging questionnaire is set for the advanced learners. Slow learners were given extra time for the preparation of tests and assignments. Advanced learners were encouraged to participate in webinars and online quizzes. During unlock period special coaching was given to the slow learners and advanced learners were given challenging tasks.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/econtent.html |
| 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 |
|---|---|
| 933 | 48 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 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

Seetha Lakshmi Achi College for Women, Pallathuralways employs a multifaceted approach to foster a dynamic learning environment.

Interactive Learning: This strategy promotes interest,self confidence and participative drive in the students to excel in their subjects. It promotes their communicative skills and social skills.

Research and Project-Based Learning: Students were encouraged to participate and present papers in webinarswhich ignite their curiosity and independent thinking.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | https://www.sacollegeforwomen.in/entrepreneurdevelopment.html |

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

**As it the period of pandemic as well the period of unlock, the college follows ICT enabled teaching as well asthe conventional chalk and talk method. The faculty use various ICT enabled tools like Google meet and Zoom. Depending on the needs of the students and the subjects being taught, the staff emplased a variety of teaching tools such as PowerPoint, video clips, animations, and video demos. These ICT tools motivate the students and keep them engaged in the classes.**

| 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

**25**

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | [View File](#) |
| Circulars pertaining to assigning mentors to mentees | [View File](#) |
| Mentor/mentee ratio | [View File](#) |

## 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 | View File |
| 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

**43**

| 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

**479**

| 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.

**Students are made aware about the syllabus and evaluation process at the beginning of each academic year. Exam schedule is also circulated in each departmental whatsapp group 10-15 days before the exam. Exam pattern is discussed in the online classes even before the exams and practice sessions were conducted. Internal and the semester examswere conducted. However, re-exams were conducted for such students who fail to give exams in the pre-mentioned dates due to technical or any other reason during the pandemic.**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | https://www.sacollegeforwomen.in/maths.html |

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

**Internal examination related grievance is very well resolved at the departmental level as well as by the examination chief of that academic year. Grievance like failure of the students to attend exam on the prescheduled dates during the pandemic resolved at the departmental level by conducting re-exams for such students. In order to tackle the grievance related to attendance in the examination, the department prepares the list of appeared and not appeared students and is cross verified from the student registration list. Whereas grievance related to marks and internal results are resolved by the exam committee. Other grievances are forwarded to controller of Examinations, Alagappa University.**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | https://www.sacollegeforwomen.in/maths.html |

## 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.

**The teachers of all subjects are fully aware of the course outcome of the offered course as it is given in the syllabus. The course is designed to expose the students to the basic knowledge of theory and practical knowledge and how they apply it in their real life situations. The students are also aware of the course outcome as it is mentioned in the syllabus. The respective teachers also acquaint themselves with it from time to time. The students are encouraged and motivated for their prospects and job opportunities of each subject.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.sacollegeforwomen.in/econtent/LAB%20MANUAL%20-%20Programming%20in%20C%20and%20C++%20Lab.pdf |
| 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.

**As POs and Cos have been specified in the syllabus, the teachers evaluate the above by their own simple methods. At the beginning of every session the students are evaluated on the basis of their past results and performance. After the completion of the course the outcome is estimated by internal assessment such as class tests. The result of the final examination also suggests how fruitfully the course has been delivered and assimilated among the students. PSOs are discussed in the classroom by the teachers. By various measures like providing newspapers, magazines etc., students are made aware of career options related to their specific course. This helps the students as well as the teachers to assess the effectiveness of the teaching learning system.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.alagappauniversity.ac.in/links/affiliated-colleges |

## 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

**305**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <u>View File</u> |
| Upload any additional information | <u>View File</u> |
| Paste link for the annual report | <u>https://www.sacollegeforwomen.in/results.html</u> |

## 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)

<u>https://www.sacollegeforwomen.in/alumnaeassociates.html</u>

## 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**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | <u>View File</u> |

## 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**

`14`

| 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**

`0`

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | [View File]() |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | **No File Uploaded** |
| 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

**Institution has created an ecosystem for innovation,encourages creativity and innovation among its students and faculty.**

**Promote innovation**

**The institution promotes innovation through academic, research, and extension activities.**

**Encourage faculty**

**Faculty members are encouraged to enhance their knowledge through research fellowships and training programs.**

**Encourage students**

The institution encourages students to actively apply technology to solve societal needs.

Organize events

The college organizes awareness meets, workshops and guest lectures on entrepreneurship.

Connect stakeholders

The college connects all the stakeholders of innovation, including students, researchers, faculty members, entrepreneurs, and other technical service providers.

Create a research

Seethalakshmi Achi College for Women frames a well-defined research policy to promote research culture among students and staff.

Invite experts

Experts from various sectors are invited to deliver special talks and lectures.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | https://www.sacollegeforwomen.in/ngc.html |

**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**

0

| 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

4

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | https://www.sacollegeforwomen.in/faculty.html |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

## 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

5

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

6

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

**The students are motivated from time to time to participate in several activities related to social and gender issues. These extension activities are conducted by the different bodies/cells of the college like NSS, NCC, YRC etc., However due to pandemic only few activities had been organized. Vaccination camps were conducted by the NSS wing throughout the pandemic period. The online slogan competition on Covid and its safety measures was organized by NSS. After the unlock 1 when colleges/academic institution were opened cadets of NCC and students of NSS undertook cleanliness drive to clean the**

**campus and surrounding areas. They also made neighboring communities aware about the covid norms and safety measures.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/ncc.html |
| 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

3

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

**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**

**4**

| 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) | View File |

**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**

**131**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

## 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 | View File |

### 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

5

| 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 | View File |

## 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.

- **·The sprawling college campus of Seethalakshmi Achi College for Women, Pallathur is spread over an area of over 25 Acres which includes 31354.2342 sq. metres of built up area and**

- the rest constitutes the space for garden and sports facilities.
- There are 41 classrooms and 2 seminar halls with ICT facilities and 6 laboratories
- There are 2 seminar halls, fully furnished conference rooms and capacious open stage auditorium with LCD projectors, computers, and latest audio visual and light effects.
- We have a total of6labs. One Computer lab, one Chemistry lab, one Physics lab, one Zoology lab , one Botany lab and one Audio Visual lab.
- Chemistry and Physics Labs are equipped with Spectrophotometer, ATR - FT-IR Spectrophotometer, HPLC, GelDoc Molecular Imager, Microwave synthesis system, Centrifuge, laminar flow and Biochemical Analyser
- We have one sports room, Play Ground and Athletic Track for sports activities.

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

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

The college includes a large playground (Outdoor). The college has Synthetic Athletic Track. Intensive training is imparted under expert guidance. Each year, students of SeethalakshmiAchi College for Women achieve notable distinctions, and many of them are selected for All India Inter- University and National tournaments.

The college has facilities for organising Yoga classes and yoga training is given to all the students everyday in the morning assembly. Half an hour is allocated exclusively for Surya namaskar practice which revitalizes the mental and physical health of every student. Apart from Surya namaskar our students are well versed in doing so many other yoga asanas.

Students are encouraged to gain credits in games like Basketball, Kho-Kho, Lawn Tennis, Table Tennis and Volleyball.

The institution enhances its sports infrastructure regularly. The Students' Union has been very active on campus and regulates the

sports and cultural activities well.During Pandemic the students
were instructed in the online classes to do Surya Namaskar and
Meditation regularly to boost immunity.

| 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 | https://www.sacollegeforwomen.in/index.html |
| 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)

368810

| 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 20,427books and 146 reviewed journals. The Libraryis open from 10.00 a.m. to 4.00 p.m. on all working days. It is fully automated with OpenBiblio 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 thel ibrary.**

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

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | [https://www.sacollegeforwomen.in/generalli brary.html](#) |

## 4.2.2 - The institution has subscription for the   **C. Any 2 of the above** following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

| 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)

**34035**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Audited statements of accounts | View File |
| 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**

**2080**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

**The Institution regularly streamlines IT facilities and has established a campus wide network. A well equipped browsing facility for staff and students is offered along with excellent facilities for teaching and learning with classrooms designed to accommodate the demands of today's technological enhancements.**

**ICT in Pedagogies: The teaching faculty incorporates PowerPoint presentations, recorded lectures uploaded on Google Drive, and audio/video aids into their teaching methods. Google Forms are utilized for various purposes, including gathering feedback, conducting research-based activities etc. Moreover, webinars, workshops, and outreach programs were conducted online through ICT.**

| File Description | Documents |
|---|---|
| Upload any additional information | <u>View File</u> |
| Paste link for additional information | <u>https://www.sacollegeforwomen.in/generallibrary.html</u> |

## 4.3.2 - Number of Computers

**31**

| File Description | Documents |
|---|---|
| Upload any additional information | <u>View File</u> |
| List of Computers | **No File Uploaded** |

## 4.3.3 - Bandwidth of internet connection in the Institution
**A. ? 50MBPS**

| File Description | Documents |
|---|---|
| Upload any additional Information | **No File Uploaded** |
| Details of available bandwidth of internet connection in the Institution | <u>View File</u> |

## 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)

**11700**

| 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.

**Our institution has adequate classrooms, well-equipped Science and computer laboratories, libraries, a reading hall, and an auditorium equipped with an LCD Projector, Desktop, Amplifier, and speaker. Various ICT ttoolssuch as computers, mobiles phones, and laptops are integrated into the teaching and learning process. The equipment and devices used in the laboratories are checked outfor optimal consumption and upgraded periodically. The classrooms, staff rooms, laboratories, and libraries are cleansed regularly by the sweepers. The college has a team of efficient and experienced workers whomaintain the flora on the campus. Seasonal and herbal plants are nurtured for a green and healthy environment.**

**Library: the library is the storehouse of knowledge. The resources in the form of books, journals, magazines, question banks, and college calendars are duly collected and preserved in the general library.**

**Sports:The physical directress maintains sports equipment properly and trains the students regularly. The field for track and field events and practice is followed by our physical directress.In the lock down periods the physical directress stressed the importance of doing Yogasanas, Surya Namaskar and Meditation everyday to maintain overall well-being of the students through online classes. She emphasized the importance of wearing mask, following the preventive measures and so on.**

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

## 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

**484**

| 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

**0**

| 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

**A. All of the above**

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.sacollegeforwomen.in/yogaandme ditation.html |
| Any additional information | View File |
| 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 benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

**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

**14**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| 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

**111**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| 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) | <u>View File</u> |

**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 | <u>View File</u> |
| Any additional information | <u>View File</u> |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | <u>View File</u> |

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 college stimulates leadership skills among the students by organizing various training programs and cell activities. The students' council is a part of the academic and administrative**

**setup of the institution which is constituted and implemented every year. The students get experiential learning in headship skills by attaining various positions like student-chairman, student-secretary, student-joint secretary, and student committee members. Students are given opportunities to anchor on-stage programmes and Association meetings. The cells such as placement cell, Anti ragging cell, Women Harassment prevention cell, start up cell, co curricular cell, NCC, NSS, YRC units etc., train, educate and develop the life skills in the students. During Pandemic the cells are active online creating awareness, educating and entertaining the students through ICT tools and techniques.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/cocurricularactivities.html |
| 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

**6**

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Upload any additional information | View File |
| 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 2019under section 10 of the Tamilnadu Societies Registration ACT,**

1975. Every year the meeting is well organized. Membership subscription amount has been collected from the Alumnae members and utilized for the development purpose of the college. According to the bylaws, accounts are maintained and audited by the auditor. The Alumnae Association is renewed every year. Our institution aims to foster strong bonds between its alumni and the institution. Our college recognizes the alumni as an important stakeholder in enhancing high-quality education. They are well placed in different institutions, reputed companies, and efficient entrepreneurs and also settled in different countries makes the institution proud. Alumnaeprofessionals and entrepreneurs are invited as resource persons for association meetings, sports days, cultural programs, seminars, and conferences. They play a vital role in grooming the students.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**     C. 3 Lakhs - 4Lakhs

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

**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

Our college is well practiced in planning and implementing various activities for rural students with easeand perfection to achieve goals. The vision of our college is to empower economically challenged rural students as dynamic , contributive and successful persons in society. The following strategies enable the college to realize its vision: the teaching, learning, and evaluation process is carried out as per the academic calendar. Assessment is carried out through continuous Assessment tests and semester examinations. Research work is monitored by the respective research guides. Staff members are motivated to apply for major and minor projects.

Management encourages the staff members to organise and participate in seminars, conferences and workshops and in publishing articles and books.

The mission of our college is to mould economically backward students in all spheres, both academically and socially. By providing them with quality and value education through curriculum, co-curricular, and service-oriented programs, thus enabling them to stand on their legs.

- To offer quality education to rural girl students 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....

| File Description | Documents |
| --- | --- |
| Paste link for additional information | https://www.sacollegeforwomen.in/visionand mission.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.

Our institution indulges in decentralization and participative decision-making as a regular practice. As per the University and government guidelines, the Governing Body plans its policies and reports them to the secretary. The secretary finalizes the policies and reports given by the college council, the president, the members, and the IQAC. The faculty members and the administrative staff are involved in implementing and evaluating the policies. The Academic Council is the apex decision-making authority in the College. Under the Academic Council, many committees and cells are formulated like Placement cell, Anti Ragging cell,Women Harassment prevention cell, Placement and Start up cell, Career Guidance Cell, Legal Literacy club etc., in which

faculty members, students, and stakeholders are involved. Decentralization mechanism has evolved throughout the college. The principal is the coordinator of various activities. Responsibility is delegated to Coordinators and Heads of the departments. This leads to effective, transparent, progressive and participative functioning. Every committee with a vision of developing leadership, participation and social skills has the independence to organize their plans and decide execution processes. The committees are responsible for admission,timetable, examination, welfare of students, and extension activities. The committee meetings are held as and when necessary. In the Covid period Online meetings with the committee members and the head of the institution were held at frequent intervals.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college could achieve the growth with the systematic planning and deployment by various wings of the college. Moreover the sustenance and growth in the development so achieved could be possible only by the proper strategies and effective execution. The institution formulates its goals and objectives for academic growth and development and ensures the same through its various committees and cells. The strategic plans so formulated are made to realize the academic and administrative development of the institution. Besides all the available resources are utilized so that the ends can be met efficiently. Some of the Strategic Plan for Academic Development in the corona period are

- Conducting internal exam through Google form which wasthe most promising method among all. The salient features of this method like putting value points to the questions, closing and opening the response window atthe decided time and the facility to get the result immediately after the responsesubmission was very helpful in conducting the internal exams during the pandemic.The teachers themselves learnt a lot and upgraded their technical knowhow during the pandemic in terms of conducting the exams online. More over

the students who were lacking in their technical knowhow too developed themselves.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File]() |
| Paste link for additional information | [https://www.sacollegeforwomen.in/aimsandobjectives.html]() |
| 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.

This college was established in 1960. It has a Governing body to monitor and achieve the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is given below:

SECRETARYlooks after the Administration, development of education, growth & to provide leadership, guidance, help implement and monitor all the academic activities in compliance with the affiliated university.

PRINCIPAL prepares all the agenda, co-ordinates and conducts meetings and arranges to follow-up all actions required andMonitors the departmental issues.

Committees and Departments

Every committee constituted at college level and department level has a faculty member as convenor with two or more faculty members as committee members. The Committee In charge will look after the committee's program and operation. These committees at college level assist the HODs in the discharge of their duties and smooth functioning of the college. These committees at department level assist the Department members in the discharge of their duties and smooth functioning of the department. Every committee has well defined roles and responsibilities at both levels. Each activity conducted by the committee is as per the standard operating procedures laid down by the management.Head of the Department

prepares departmental workload as per the allocation of workload in prescribed formats. Preparation of list of weak students in each class and conduct bridge classes and slip tests. The exam committee conducts the semester exams and processes the Internal and practical marks to Alagappa University.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/secretary message.html |
| Link to Organogram of the institution webpage | https://www.sacollegeforwomen.in/organogram.html |
| Upload any additional information | View File |

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

E. None of the above

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | No File Uploaded |
| Screen shots of user inter faces | No File Uploaded |
| 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 institution effectively implements the welfare schemes for the teaching and Nonteaching faculties.

• Pension benefits to teaching and non-teaching staff

• Casual leaves

• Advance salary for festivals

- **Medical leaves for staff**

- **Half Pay Leave**

- **Restricted holidays for staffs**

  - **Issue of Health Card**

- **Maternity leave**

  - **Gratuity, Pension,**
  - **Commutation of Pension,**
  - **Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc.**

| 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) | [View File](#) |

**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**

0

| 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 | **No File Uploaded** |
| 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**

**23**

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| 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

**Teaching Staff**

**a) The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS).**

**b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.**

**c) The faculty members are informed well in advance of their due promotion.**

**d) The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, Principal and the Secretary,**

**e) Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.**

**Non Teaching staff**

**The various parameters for non teaching staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power ofDrafting (where applicable)and technical abilities.**

**On satisfactory performance, all employees are granted promotions and financial upgradation under the ACP Scheme.**

| 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

**Institution conducts internal and external financial audits regularly every year. A team of auditors verify all vouchers of the transactions that are carried out in each financial year.**

The auditor shall evaluate and confirm the effectiveness of internal system of funds inflow and outflow by checking the receipts. The internal auditor should verify that the fees are collected from all the students and if there is any concession, the same is checked with the grantee who is so authorized. The internal auditor should also ensure that the fees received and fees receivable are properly accounted.

This audit also comprises of fee collection, scholarships of the students, leave particulars of teaching and non-teaching staff members, NSS inflow and outflow money particulars, stocks and money flow from Science departments and Physical Education Department so on so forth. Since this college is a Government Aided one, fee was collected from U.G and P.G. students by following the Government norms.

| 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)**

**200000**

| 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

This College is Government-Aided College. Mobilization and utilization of funds is carried out in a transparent manner. Transparency comprises of budget preparation, fund mobilization, utilization and internal and external audit. The college mobilizes

funds by the direction of the management. Principal monitors and maintains records for mobilization and utilization of funds.

- Major fund mobilization is from the grant from the management.
- It mobilizes funds from fee collection both Aided and Self-financing streams.
- It collects fund from Alumnae students,
- It receives donations from the philanthropists
- This college Students receive Government scholarships.
- It mobilizes funds from selling waste papers, condemned materials.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/alumnaeassociates.html |
| 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

Internal Quality Assurance Cell of this college functions and carried out its activities to ensure quality education. Since this college runs for the first generation, down-trodden students, it has high responsibility to ensure the dissemination of quality education for all the students. The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The Institute's IQAC regularly meets every three months and prepares, evaluates and recommends the following for NAAC Accreditation.

From the relevant statutory authorities:

- Annual Quality Assurance Report (AQAR) preparation and submission.
- Self-Study Reports preparation and submission.
- NIRF, NAAC, AICHE based reports preparation and submission.
- Promotion of Career Advancement Scheme (CAS) of the staff members.

The IQAC in its meeting resolves to contribute significantly for the quality assurance strategies during the covid-19 period. Two

**effective processes that were proposed by the IQAC were**

**1. Online classes and internal evaluation: All the teachers conducted online**

**classes through different ICT modes such as google meet, whatsapp, Google classroom and Zoom meet during lockdown. The doubts of the students were also solved online. Internal examinations (Subjective/objective) were also conducted through these modes.**

**2. Audio video lectures and short notes on YOU Tube channel: The college encouraged the staff to start YOU TUBE channels andupload the audio/video lectures and short notes on their channels. All the chapters of the syllabus werecovered in these audio/visual lectures**

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

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

**During the covid-19 period regular offline classes could not be conducted so online classes were initiated. The IQAC resolved this in its meetings. Accordingly the classes were conducted through google meet and Zoom app. The syllabus was completed and examinations (internal/external) were conducted. The quality initiatives were kept in mind in almost all the teaching learning processes.Pandemic was also a great hindrance in making the institutional reviews.**

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);**       **C. Any 2 of the above**

**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)**

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://www.sacollegeforwomen.in/nirf.html |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## 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

**Our institution always takes utmost care to frame new committees as per the need of the hour. The Women Harassment Prevention cell of our institution functions effectively to eradicate gender indifference. It organizes various meetings and to instill gender equity.**

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.sacollegeforwomen.in/womenharrasmentcell.html |
| 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://www.sacollegeforwomen.in/antiraggingcell.html |

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

**C. Any 2 of the above**

**Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

| 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

The institution has no bio-medical waste. The campus is free of hazardous chemical and radio-active waste. Therefore there exists no management system of these wastes.

The Liquid waste of the campus is managed in 2 ways:

1. The outlet of liquid waste of the laboratory (chemistry lab) is connected with the drainage of the college as there is very minimal percentage of chemical wastes.

2. The water from the drinking water taps comes to the garden of the college and

irrigates the plants.

E-waste and Solid waste:

The e and solid scraps are also sold to the local bodies.

Wastes recycle system: The garbage and wastes of the day to day is collected in

dustbins placed in various corners of the institution. In the evening all the garbage is

collected in one big dustbin and the employees of Pallathur town panchayat collects the wastes from time to time. The dry and wet wastes are kept separately.

| 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**      A. Any 4 or all of the above

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**      A. Any 4 or All of the above

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

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

**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**      E. None of the above

**following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

| 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**

| 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 | [View File](#) |

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 always aims to create harmony towards cultural,**

**regional, linguistics, communal, socio economics and other diversities. The celebration of community Pongal by all the students promotes cultural development. They also stimulate participation in the traditional competitions like kolam, rangoli, cooking and similar regional competitions. Due to Pandemic students are advised to celebrate the regional and communal festivals by following the SOP of Covid-19.**

| 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 | View File |

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

**In the beginning of every academic session induction programs are held at departmental levels where students are made aware of their constitutional rights and duties.**

**On occasions like Independence Day, Republic Day, Constitution Day the institution inculcates national spirit and values among students and staff. At the time of pandemic the departments addressed the anxieties and frustrations of the students with regard to covid-19. The students were also motivated to get themselves vaccinated and behave like responsible citizens.**

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

**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**   **D. Any 1 of the above**

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

| File Description | Documents |
|---|---|
| Code of ethics policy document | View File |
| 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 college celebrates the national festivals, birth anniversary and memorials of great Indian leaders and personalitieswith great enthusiasm.**

- **Various national and international festivals like Independence Day, Republic Day, International Women's Day, Constitution Day, NCC Day, World AIDS Day, Yoga Divas, were celebrated.**

- **Regional festivals like Sarasvati Pooja, Ayudha Pooja &Pongal festivals are celebrated.**
- **Preamble of the Indian Constitution was recited collectively in the college campuson Constitution Day (26/11/2022). Speech Competition was organized for students on World AIDS Day (1/12/2022) and the winners were given certificates.**
- **On NCC Day the cadets sang the NCC song and performed various cultural activities.**
- **Due to Pandemic Yoga Divas was organized through virtual mode.Our college celebrated Teacher's Day to foster a strong bond between teachers and students.**

| 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 | View File |
| 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 practice1**

**Our college organized a two-month co-curricular program to cultivate students' interest in learning life skills. Various certificate courses were offered through the co curricular programme including beautician, tailoring, spoken English, Handicrafts making. All designed to help students become successful future entrepreneurs. Experts from cities were invited to conduct the classes. A special exhibition will showcase the creative work produced by students during the program, and a sale will be organized to market the goods created by the participants. Participants received valid certificates upon completion.**

**Best practice2**

**Encouraging the students to actively participate in cell activities.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.sacollegeforwomen.in/cocurricularactivities.html |
| Any other relevant information | https://www.sacollegeforwomen.in/nls.html |

## 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

**Title**

**Literacy for elders**

**Objectives**

**Our institution set in the rural area has many divine objectives. Most important among them is literating the elders in the neighborhood.**

**Context**

**Learning for elders has been widely regarded as one of the most useful activities which benefits the senior citizens in terms of their psychological, mental, physical and cognitive well-being. It is needed for the elders to deal with the practical life skills and adjustments to changing living situations.**

**Practice**

**As a part of extension activities student volunteers representing our institution regularly visit old age homes and orphanages in the locality to educate them about the government policies and programmes framed by the government for their welfare. Our students help them to overcome many psychological and emotional issues like anxiety, depression, grief, fear, loneliness and financial constraints especially created due to Covid-19. The students were advised to follow the SOP of Covid -19 while teaching the elders in the neighborhood.**

# 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

Seethalakshmi Achi College for Women is affiliated to Alagappa University and follows the framework prescribed by the University. CBCS system was successfully implemented. Revision and upgradation of the syllabi is done at the University level. The college has a mechanism for effective online as well as offlinecurriculum delivery as it is the end pandemic period. Periodical online meetings of IQAC with the Heads of the department are convened to enlist various strategies to implement the curriculum through online mode and offline mode effectively.

Some of the faculty members of the college are members of Board of Studies who are actively engaged in syllabus revision, curriculum updating etc. Program Outcomes (Pos), Programme Specific Outcomes (PSOs), and Course Outcomes (Cos) are prepared for core papers, allied papers, SBS papers, NME, and Value education according to the demands of the pandemic period. Subjects are chosen by the faculty with the consent of the HODs. Course coverage is periodically assessed and any related issues/discrepancies /modifications are discussed in the meetings for effective curriculum delivery.

| File Description | Documents |
| --- | --- |
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | https://www.sacollegeforwomen.in/iqac.html |

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

Our college is affiliated to Alagappa University and follows the evaluation scheme designed by the University.As it is the end pandemic period, the college adheres to the factor of student attendance in all assessments. Regular online attendance was documented by the faculty during lock down and

offline attendance during unlock period. Various online methods and tools of assessmentwere used according to the nature of the subjects. The methods includedregular attendance in online classes, performances in submission of online assignments, online tests, online seminar presentations;online projects etc., The performances of the students in the online classes were closely monitored by the class mentors. When the students came to the college the above procedure were followed offline.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | [https://www.sacollegeforwomen.in/results.html#](https://www.sacollegeforwomen.in/results.html#) |

| **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 | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| 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)

11

| 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

367

| 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

**Seethalakshmi Achi College for Women has been actively trying to integrate issues relevant to Gender, Environment and sustainability, Human Values, Gender and Professional Ethics in the curriculum. In order to sensitize students about the environment and sustainability issues, a number of quiz programmes have been organized both online and offline on**

conservation of environment, women's rights, human values in 21st century etc.,.

A webinar on climate change has been held. Environment Day is celebrated every year on 5th June. World Nature Conservation Day is also celebrated every year. In the U.G. syllabus there is a mandatory paper onEnvironment studies. Gender sensitivity and gender sensitization is accomplished through amalgamation of theory and practice. English department hasgender studies in its syllabus. To inculcate values and ethics and make students socially responsible, the college encourages students to enroll as NSS or NCC volunteers.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

2

| 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 | View File |
| 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

20

| 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 | C. Any 2 of the above |
|---|---|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.sacollegeforwomen.in/alumnaea ssociates.html |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

| 1.4.2 - Feedback process of the Institution may be classified as follows | C. Feedback collected and analyzed |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.sacollegeforwomen.in/alumnaea ssociates.html |

## 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

**366**

| File Description | Documents |
|---|---|
| Any additional information | [View File] |
| 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**

**364**

| File Description | Documents |
|---|---|
| Any additional information | [View File] |
| 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

In the pandemic period, the classes were conducted online. The attendance, performance, assignments, projects were received and assessed online. The advanced learners and slow learners were categorized based on the performance and active participation in the online classes and tests. The advanced learners were encouraged to do innovative assignments and slow learners were given simplified materials through PPTs. Special and simplified tests were conducted to the slow learners where as challenging questionnaire is set for the advanced learners. Slow learners were given extra time for the preparation of tests and assignments. Advanced learners were encouraged to participate in webinars and online quizzes. During unlock period special coaching was given to the slow learners and advanced learners were given challenging tasks.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/econtent.html |
| 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 |
|---|---|
| 933 | 48 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 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

Seetha Lakshmi Achi College for Women, Pallathuralways employs a multifaceted approach to foster a dynamic learning environment.

Interactive Learning: This strategy promotes interest,self confidence and participative drive in the students to excel in their subjects. It promotes their communicative skills and social skills.

Research and Project-Based Learning: Students were encouraged to participate and present papers in webinarswhich ignite their curiosity and independent thinking.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Link for additional information | https://www.sacollegeforwomen.in/entrepreneurdevelopment.html |

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

As it the period of pandemic as well the period of unlock, the college follows ICT enabled teaching as well asthe conventional chalk and talk method. The faculty use various ICT enabled tools like Google meet and Zoom. Depending on the needs of the students and the subjects being taught, the staff emplased a variety of teaching tools such as PowerPoint, video clips, animations, and video demos. These ICT tools motivate the students and keep them engaged in the classes.

| 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**

25

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | [View File](#) |
| Circulars pertaining to assigning mentors to mentees | [View File](#) |
| Mentor/mentee ratio | [View File](#) |

**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 | View File |
| 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**

**43**

| 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**

**479**

| 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.

**Students are made aware about the syllabus and evaluation process at the beginning of each academic year. Exam schedule is also circulated in each departmental whatsapp group 10-15 days before the exam. Exam pattern is discussed in the online classes even before the exams and practice sessions were conducted. Internal and the semester examswere conducted. However, re-exams were conducted for such students who fail to give exams in the pre-mentioned dates due to technical or any other reason during the pandemic.**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | https://www.sacollegeforwomen.in/maths.html |

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

**Internal examination related grievance is very well resolved at the departmental level as well as by the examination chief of that academic year. Grievance like failure of the students to attend exam on the prescheduled dates during the pandemic resolved at the departmental level by conducting re-exams for such students. In order to tackle the grievance related to attendance in the examination, the department prepares the list of appeared and not appeared students and is cross verified from the student registration list. Whereas grievance related to marks and internal results are resolved by the exam committee. Other grievances are forwarded to controller of Examinations, Alagappa University.**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | https://www.sacollegeforwomen.in/maths.html |

## 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.

**The teachers of all subjects are fully aware of the course outcome of the offered course as it is given in the syllabus.**

The course is designed to expose the students to the basic knowledge of theory and practical knowledge and how they apply it in their real life situations. The students are also aware of the course outcome as it is mentioned in the syllabus. The respective teachers also acquaint themselves with it from time to time. The students are encouraged and motivated for their prospects and job opportunities of each subject.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.sacollegeforwomen.in/econtent/LAB%20MANUAL%20-%20Programming%20in%20C%20and%20C++%20Lab.pdf |
| 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.

As POs and Cos have been specified in the syllabus, the teachers evaluate the above by their own simple methods. At the beginning of every session the students are evaluated on the basis of their past results and performance. After the completion of the course the outcome is estimated by internal assessment such as class tests. The result of the final examination also suggests how fruitfully the course has been delivered and assimilated among the students. PSOs are discussed in the classroom by the teachers. By various measures like providing newspapers, magazines etc., students are made aware of career options related to their specific course. This helps the students as well as the teachers to assess the effectiveness of the teaching learning system.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.alagappauniversity.ac.in/links/affiliated-colleges |

**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**

305

| 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 | View File |
| Paste link for the annual report | https://www.sacollegeforwomen.in/results.html |

**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/alumnaeassociates.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

| File Description | Documents |
| --- | --- |
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| 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**

14

| 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**

0

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | [View File] |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| 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

Institution has created an ecosystem for innovation,encourages creativity and innovation among its students and faculty.

Promote innovation

The institution promotes innovation through academic, research, and extension activities.

Encourage faculty

Faculty members are encouraged to enhance their knowledge through research fellowships and training programs.

**Encourage students**

**The institution encourages students to actively apply technology to solve societal needs.**

**Organize events**

**The college organizes awareness meets, workshops and guest lectures on entrepreneurship.**

**Connect stakeholders**

**The college connects all the stakeholders of innovation, including students, researchers, faculty members, entrepreneurs, and other technical service providers.**

**Create a research**

**Seethalakshmi Achi College for Women frames a well-defined research policy to promote research culture among students and staff.**

**Invite experts**

**Experts from various sectors are invited to deliver special talks and lectures.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | https://www.sacollegeforwomen.in/ngc.html |

**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**

0

| 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

4

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | https://www.sacollegeforwomen.in/faculty.html |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

### 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

5

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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**

6

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

**The students are motivated from time to time to participate in several activities related to social and gender issues. These extension activities are conducted by the different bodies/cells of the college like NSS, NCC, YRC etc., However due to pandemic only few activities had been organized. Vaccination camps were conducted by the NSS wing throughout the pandemic period. The online slogan competition on Covid and its safety measures was organized by NSS. After the unlock 1 when colleges/academic institution were opened cadets of NCC and students of NSS undertook cleanliness drive to clean the**

**campus and surrounding areas. They also made neighboring communities aware about the covid norms and safety measures.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/ncc.html |
| 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**

3

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

**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**

**4**

| 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) | View File |

**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**

**131**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**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 | [View File](#) |

**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**

5

| 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 | [View File](#) |

**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.

- •The sprawling college campus of Seethalakshmi Achi College for Women, Pallathur is spread over an area of over 25 Acres which includes 31354.2342 sq. metres of

- built up area and the rest constitutes the space for garden and sports facilities.
- There are 41 classrooms and 2 seminar halls with ICT facilities and 6 laboratories
- There are 2 seminar halls, fully furnished conference rooms and capacious open stage auditorium with LCD projectors, computers, and latest audio visual and light effects.
- We have a total of 6 labs. One Computer lab, one Chemistry lab, one Physics lab, one Zoology lab , one Botany lab and one Audio Visual lab.
- Chemistry and Physics Labs are equipped with Spectrophotometer, ATR - FT-IR Spectrophotometer, HPLC, GelDoc Molecular Imager, Microwave synthesis system, Centrifuge, laminar flow and Biochemical Analyser
- We have one sports room, Play Ground and Athletic Track for sports activities.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://www.sacollegeforwomen.in/index.html](https://www.sacollegeforwomen.in/index.html) |

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

The college includes a large playground (Outdoor). The college has Synthetic Athletic Track. Intensive training is imparted under expert guidance. Each year, students of SeethalakshmiAchi College for Women achieve notable distinctions, and many of them are selected for All India Inter- University and National tournaments.

The college has facilities for organising Yoga classes and yoga training is given to all the students everyday in the morning assembly. Half an hour is allocated exclusively for Surya namaskar practice which revitalizes the mental and physical health of every student. Apart from Surya namaskar our students are well versed in doing so many other yoga asanas.

Students are encouraged to gain credits in games like Basketball, Kho-Kho, Lawn Tennis, Table Tennis and Volleyball.

**The institution enhances its sports infrastructure regularly. The Students' Union been very active on campus and regulates the sports and cultural activities well.During Pandemic the students were instructed in the online classes to do Surya Namaskar and Meditation regularly to boost immunity.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://www.sacollegeforwomen.in/sports.html](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 | [https://www.sacollegeforwomen.in/index.html](https://www.sacollegeforwomen.in/index.html) |
| 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)**

**368810**

| 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 20,427books and 146 reviewed journals. The Libraryis open from 10.00 a.m. to 4.00 p.m. on all working days. It is fully automated with OpenBiblio 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 thel ibrary.**

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

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://www.sacollegeforwomen.in/generall ibrary.html |

| 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 | **C. Any 2 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)**

**34035**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Audited statements of accounts | View File |
| 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**

**2080**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| 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

The Institution regularly streamlines IT facilities and has established a campus wide network. A well equipped browsing facility for staff and students is offered along with excellent facilities for teaching and learning with classrooms designed to accommodate the demands of today's technological

enhancements.

ICT in Pedagogies: The teaching faculty incorporates PowerPoint presentations, recorded lectures uploaded on Google Drive, and audio/video aids into their teaching methods. Google Forms are utilized for various purposes, including gathering feedback, conducting research-based activities etc. Moreover, webinars, workshops, and outreach programs were conducted online through ICT.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://www.sacollegeforwomen.in/generallibrary.html](https://www.sacollegeforwomen.in/generallibrary.html) |

## 4.3.2 - Number of Computers

31

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| List of Computers | No File Uploaded |

| 4.3.3 - Bandwidth of internet connection in the Institution | A. ? 50MBPS |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | [View File](#) |

## 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)

11700

| 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.

**Our institution has adequate classrooms, well-equipped Science and computer laboratories, libraries, a reading hall, and an auditorium equipped with an LCD Projector, Desktop, Amplifier, and speaker. Various ICT ttoolssuch as computers, mobiles phones, and laptops are integrated into the teaching and learning process. The equipment and devices used in the laboratories are checked outfor optimal consumption and upgraded periodically. The classrooms, staff rooms, laboratories, and libraries are cleansed regularly by the sweepers. The college has a team of efficient and experienced workers whomaintain the flora on the campus. Seasonal and herbal plants are nurtured for a green and healthy environment.**

**Library: the library is the storehouse of knowledge. The resources in the form of books, journals, magazines, question banks, and college calendars are duly collected and preserved in the general library.**

**Sports:The physical directress maintains sports equipment properly and trains the students regularly. The field for track and field events and practice is followed by our physical directress.In the lock down periods the physical directress stressed the importance of doing Yogasanas, Surya Namaskar and Meditation everyday to maintain overall well-being of the students through online classes. She emphasized the importance of wearing mask, following the preventive measures and so on.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| Paste link for additional information | https://www.sacollegeforwomen.in/generallibrary.html |

## 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

**484**

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | [View File](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](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

**0**

| 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** | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.sacollegeforwomen.in/yogaandmeditation.html |
| Any additional information | View File |
| 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 benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

| **5.1.5 - The Institution has a transparent** | **C. Any 2 of the above** |
|---|---|

**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**

| 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

14

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| 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

111

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| 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) | View File |

**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 | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal 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 college stimulates leadership skills among the students by organizing various training programs and cell activities. The students' council is a part of the academic and administrative setup of the institution which is constituted and implemented every year. The students get experiential learning in headship skills by attaining various positions like student-chairman, student-secretary, student-joint secretary, and student committee members. Students are given opportunities to anchor on-stage programmes and Association meetings. The cells such as placement cell, Anti ragging cell, Women Harassment prevention cell, start up cell, co curricular cell, NCC, NSS, YRC units etc., train, educate and develop the life skills in the students. During Pandemic the cells are active online creating awareness, educating and entertaining the students through ICT tools and techniques.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/cocurric ularactivities.html |
| 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**

**6**

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Upload any additional information | View File |
| 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 2019under section 10 of the Tamilnadu Societies Registration ACT, 1975. Every year the meeting is well organized. Membership subscription amount has been collected from the Alumnae members and utilized for the development purpose of the college. According to the bylaws, accounts are maintained and audited by the auditor. The Alumnae Association is renewed every year. Our institution aims to foster strong bonds between its alumni and the institution. Our college recognizes the alumni as an important stakeholder in enhancing high-quality education. They are well placed in different institutions, reputed companies, and efficient entrepreneurs and also settled in different countries makes the institution proud. Alumnaeprofessionals and entrepreneurs are invited as resource persons for association meetings, sports days, cultural programs, seminars, and conferences. They play a vital role in grooming the students.**

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

| **5.4.2 - Alumni contribution during the year** | **C. 3 Lakhs - 4Lakhs** |
|---|---|

**(INR in Lakhs)**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |

**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

Our college is well practiced in planning and implementing various activities for rural students with easeand perfection to achieve goals. The vision of our college is to empower economically challenged rural students as dynamic , contributive and successful persons in society. The following strategies enable the college to realize its vision: the teaching, learning, and evaluation process is carried out as per the academic calendar. Assessment is carried out through continuous Assessment tests and semester examinations. Research work is monitored by the respective research guides. Staff members are motivated to apply for major and minor projects. Management encourages the staff members to organise and participate in seminars, conferences and workshops and in publishing articles and books.

The mission of our college is to mould economically backward students in all spheres, both academically and socially. By providing them with quality and value education through curriculum, co-curricular, and service-oriented programs, thus enabling them to stand on their legs.

- To offer quality education to rural girl students 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....

| 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.

**Our institution indulges in decentralization and participative decision-making as a regular practice. As per the University and government guidelines, the Governing Body plans its policies and reports them to the secretary. The secretary finalizes the policies and reports given by the college council, the president, the members, and the IQAC. The faculty members and the administrative staff are involved in implementing and evaluating the policies. The Academic Council is the apex decision-making authority in the College. Under the Academic Council, many committees and cells are formulated like Placement cell, Anti Ragging cell, Women Harassment prevention cell, Placement and Start up cell, Career Guidance Cell, Legal Literacy club etc., in which faculty members, students, and stakeholders are involved. Decentralization mechanism has evolved throughout the college. The principal is the coordinator of various activities. Responsibility is delegated to Coordinators and Heads of the departments. This leads to effective, transparent, progressive and participative functioning. Every committee with a vision of developing leadership, participation and social skills has the independence to organize their plans and decide execution processes. The committees are responsible for admission,timetable, examination, welfare of students, and extension activities. The committee meetings are held as and when necessary. In the Covid period Online meetings with the committee members and the head of the institution were held at frequent intervals.**

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

**6.2 - Strategy Development and Deployment**

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college could achieve the growth with the systematic planning and deployment by various wings of the college. Moreover the sustenance and growth in the development so achieved could be possible only by the proper strategies and effective execution. The institution formulates its goals and objectives for academic growth and development and ensures the same through its various committees and cells. The strategic plans so formulated are made to realize the academic and administrative development of the institution. Besides all the available resources are utilized so that the ends can be met efficiently. Some of the Strategic Plan for Academic Development in the corona period are

- Conducting internal exam through Google form which wasthe most promising method among all. The salient features of this method like putting value points to the questions, closing and opening the response window atthe decided time and the facility to get the result immediately after the responsesubmission was very helpful in conducting the internal exams during the pandemic.The teachers themselves learnt a lot and upgraded their technical knowhow during the pandemic in terms of conducting the exams online. More over the students who were lacking in their technical knowhow too developed themselves.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | https://www.sacollegeforwomen.in/aimsandobjectives.html |
| 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.

This college was established in 1960. It has a Governing body to monitor and achieve the vision and mission of the

institution. It has an effective organizational structure which monitors and improves the institution. The organizational structure of the institution is given below:

SECRETARYlooks after the Administration, development of education, growth & to provide leadership, guidance, help implement and monitor all the academic activities in compliance with the affiliated university.

PRINCIPAL prepares all the agenda, co-ordinates and conducts meetings and arranges to follow-up all actions required andMonitors the departmental issues.

Committees and Departments

Every committee constituted at college level and department level has a faculty member as convenor with two or more faculty members as committee members. The Committee In charge will look after the committee's program and operation. These committees at college level assist the HODs in the discharge of their duties and smooth functioning of the college. These committees at department level assist the Department members in the discharge of their duties and smooth functioning of the department. Every committee has well defined roles and responsibilities at both levels. Each activity conducted by the committee is as per the standard operating procedures laid down by the management.Head of the Department prepares departmental workload as per the allocation of workload in prescribed formats. Preparation of list of weak students in each class and conduct bridge classes and slip tests. The exam committee conducts the semester exams and processes the Internal and practical marks to Alagappa University.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/secretarymessage.html |
| Link to Organogram of the institution webpage | https://www.sacollegeforwomen.in/organogram.html |
| Upload any additional information | View File |

| 6.2.3 - Implementation of e-governance in | E. None of the above |
|---|---|

**areas of operation Administration Finance and Accounts Student Admission and Support Examination**

| File Description | Documents |
| --- | --- |
| ERP (Enterprise Resource Planning)Document | **No File Uploaded** |
| Screen shots of user inter faces | **No File Uploaded** |
| 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 institution effectively implements the welfare schemes for the teaching and Nonteaching faculties.**

- **Pension benefits to teaching and non-teaching staff**

- **Casual leaves**

- **Advance salary for festivals**

- **Medical leaves for staff**

- **Half Pay Leave**

- **Restricted holidays for staffs**

  - **Issue of Health Card**

- **Maternity leave**

  - **Gratuity, Pension,**
  - **Commutation of Pension,**
  - **Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | <u>View File</u> |

**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) | <u>View File</u> |

**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**

0

| 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 | **No File Uploaded** |
| 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**

**23**

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| 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

**Teaching Staff**

a) The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The faculty members are informed well in advance of their due promotion.

d) The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, Principal and the Secretary,

e) Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

Non Teaching staff

The various parameters for non teaching staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power ofDrafting (where applicable)and technical abilities.

On satisfactory performance, all employees are granted promotions and financial upgradation under the ACP Scheme.

| 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

Institution conducts internal and external financial audits regularly every year. A team of auditors verify all vouchers of the transactions that are carried out in each financial year.

The auditor shall evaluate and confirm the effectiveness of internal system of funds inflow and outflow by checking the receipts. The internal auditor should verify that the fees are collected from all the students and if there is any concession, the same is checked with the grantee who is so authorized. The internal auditor should also ensure that the fees received and fees receivable are properly accounted.

This audit also comprises of fee collection, scholarships of the students, leave particulars of teaching and non-teaching staff members, NSS inflow and outflow money particulars, stocks and money flow from Science departments and Physical Education Department so on so forth. Since this college is a Government Aided one, fee was collected from U.G and P.G. students by following the Government norms.

| 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)**

**200000**

| 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

This College is Government-Aided College. Mobilization and utilization of funds is carried out in a transparent manner. Transparency comprises of budget preparation, fund

mobilization, utilization and internal and external audit. The college mobilizes funds by the direction of the management. Principal monitors and maintains records for mobilization and utilization of funds.

- Major fund mobilization is from the grant from the management.
- It mobilizes funds from fee collection both Aided and Self-financing streams.
- It collects fund from Alumnae students,
- It receives donations from the philanthropists
- This college Students receive Government scholarships.
- It mobilizes funds from selling waste papers, condemned materials.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.sacollegeforwomen.in/alumnaeassociates.html |
| 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

Internal Quality Assurance Cell of this college functions and carried out its activities to ensure quality education. Since this college runs for the first generation, down-trodden students, it has high responsibility to ensure the dissemination of quality education for all the students. The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The Institute's IQAC regularly meets every three months and prepares, evaluates and recommends the following for NAAC Accreditation.

From the relevant statutory authorities:

- Annual Quality Assurance Report (AQAR) preparation and submission.
- Self-Study Reports preparation and submission.
- NIRF, NAAC, AICHE based reports preparation and submission.
- Promotion of Career Advancement Scheme (CAS) of the staff

members.

The IQAC in its meeting resolves to contribute significantly for the quality assurance strategies during the covid-19 period. Two effective processes that were proposed by the IQAC were

1. Online classes and internal evaluation: All the teachers conducted online

classes through different ICT modes such as google meet, whatsapp, Google classroom and Zoom meet during lockdown. The doubts of the students were also solved online. Internal examinations (Subjective/objective) were also conducted through these modes.

2. Audio video lectures and short notes on YOU Tube channel: The college encouraged the staff to start YOU TUBE channels andupload the audio/video lectures and short notes on their channels. All the chapters of the syllabus werecovered in these audio/visual lectures

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

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

During the covid-19 period regular offline classes could not be conducted so online classes were initiated. The IQAC resolved this in its meetings. Accordingly the classes were conducted through google meet and Zoom app. The syllabus was completed and examinations (internal/external) were conducted. The quality initiatives were kept in mind in almost all the teaching learning processes.Pandemic was also a great hindrance in making the institutional reviews.

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

| **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 | https://www.sacollegeforwomen.in/nirf.html |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## 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

**Our institution always takes utmost care to frame new committees as per the need of the hour. The Women Harassment Prevention cell of our institution functions effectively to eradicate gender indifference. It organizes various meetings and to instill gender equity.**

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.sacollegeforwomen.in/womenharrasmentcell.html |
| 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://www.sacollegeforwomen.in/antiraggingcell.html |

| **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** |
|---|---|

| 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

**The institution has no bio-medical waste. The campus is free of hazardous chemical and radio-active waste. Therefore there exists no management system of these wastes.**

**The Liquid waste of the campus is managed in 2 ways:**

**1. The outlet of liquid waste of the laboratory (chemistry lab) is connected with the drainage of the college as there is very minimal percentage of chemical wastes.**

**2. The water from the drinking water taps comes to the garden of the college and**

**irrigates the plants.**

**E-waste and Solid waste:**

**The e and solid scraps are also sold to the local bodies.**

**Wastes recycle system: The garbage and wastes of the day to day is collected in**

**dustbins placed in various corners of the institution. In the evening all the garbage is**

**collected in one big dustbin and the employees of Pallathur town panchayat collects the wastes from time to time. The dry and wet wastes are kept separately.**

| 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** | **A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** | **A. Any 4 or All of the above**

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

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | [View File](#) |
| Various policy documents / decisions circulated for implementation | [View File](#) |
| Any other relevant documents | [View File](#) |

**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** |

| 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** |

| 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 | View File |

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 always aims to create harmony towards cultural, regional, linguistics, communal, socio economics and other diversities. The celebration of community Pongal by all the students promotes cultural development. They also stimulate participation in the traditional competitions like kolam, rangoli, cooking and similar regional competitions. Due to Pandemic students are advised to celebrate the regional and communal festivals by following the SOP of Covid-19.**

| 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 | View File |

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

**In the beginning of every academic session induction programs are held at departmental levels where students are made aware of their constitutional rights and duties.**

**On occasions like Independence Day, Republic Day, Constitution Day the institution inculcates national spirit and values among students and staff. At the time of pandemic the departments addressed the anxieties and frustrations of the students with regard to covid-19. The students were also motivated to get**

**themselves vaccinated and behave like responsible citizens.**

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

| | |
|---|---|
| **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** | **D. Any 1 of the above** |

| File Description | Documents |
|---|---|
| Code of ethics policy document | View File |
| 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 college celebrates the national festivals, birth anniversary and memorials of great Indian leaders and personalitieswith great enthusiasm.**

- **Various national and international festivals like Independence Day, Republic Day, International Women's**

**Day, Constitution Day, NCC Day, World AIDS Day, Yoga Divas, were celebrated.**

- **Regional festivals like Sarasvati Pooja, Ayudha Pooja &Pongal festivals are celebrated.**
- **Preamble of the Indian Constitution was recited collectively in the college campuson Constitution Day (26/11/2022). Speech Competition was organized for students on World AIDS Day (1/12/2022) and the winners were given certificates.**
- **On NCC Day the cadets sang the NCC song and performed various cultural activities.**
- **Due to Pandemic Yoga Divas was organized through virtual mode.Our college celebrated Teacher's Day to foster a strong bond between teachers and students.**

| 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 | [View File](#) |
| 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 practice1**

**Our college organized a two-month co-curricular program to cultivate students' interest in learning life skills. Various certificate courses were offered through the co curricular programme including beautician, tailoring, spoken English, Handicrafts making. All designed to help students become successful future entrepreneurs. Experts from cities were invited to conduct the classes. A special exhibition will showcase the creative work produced by students during the program, and a sale will be organized to market the goods created by the participants. Participants received valid certificates upon completion.**

**Best practice2**

**Encouraging the students to actively participate in cell activities.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.sacollegeforwomen.in/cocurricularactivities.html |
| Any other relevant information | https://www.sacollegeforwomen.in/nls.html |

## 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

**Title**

**Literacy for elders**

**Objectives**

**Our institution set in the rural area has many divine objectives. Most important among them is literating the elders in the neighborhood.**

**Context**

**Learning for elders has been widely regarded as one of the most useful activities which benefits the senior citizens in terms of their psychological, mental, physical and cognitive well-being. It is needed for the elders to deal with the practical life skills and adjustments to changing living situations.**

**Practice**

**As a part of extension activities student volunteers representing our institution regularly visit old age homes and orphanages in the locality to educate them about the government policies and programmes framed by the government for their welfare. Our students help them to overcome many psychological and emotional issues like anxiety, depression, grief, fear, loneliness and financial constraints especially created due to Covid-19. The students were advised to follow the SOP of Covid**

**-19 while teaching the elders in the neighborhood.**

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | [View File]() |
| Any other relevant information | [View File]() |

7.3.2 - Plan of action for the next academic year

**Future Plan**

**The main objectives of this educational institution are:**

- **Providing higher education to women in rural areas.**

- **Implementing innovative teaching methods to ensure academic excellence.**

- **Organizing placement programs to enhance student employability.**

- **INFLIBNET and Wi-Fi facilities.**

- **To motivate the faculty for quality Research and Publications.**

- **To organize national seminars in the institution.**

- **To organize the Faculty Development Program in the institution.**

- **To conduct Green audit by agency.**

- **Laboratory upgradation.**

- **Functional MOUs with other institutions.**

- **To increase the numbers of ICT enabled rooms and tools.**