

# SRI SANKARA ARTS AND SCIENCE COLLEGE

(AUTONOMOUS)

Enathur, Kanchipuram-631561

(Affiliated to University of Madras and Accredited by NAAC with 'A' Grade,  
ISO 9001-2008 Certified Institution)



## ANNUAL QUALITY ASSURANCE REPORT (AQAR)

(2021 – 2022)

Prepared by

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Submitted to



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>SRI SANKARA ARTS AND SCIENCE COLLEGE</b>
• Name of the Head of the institution	<b>Dr. K. R. Venkatesan</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone No. of the Principal	<b>04427264066</b>	
• Alternate phone No.		
• Mobile No. (Principal)	<b>9443485177</b>	
• Registered e-mail ID (Principal)	<b>principal@sankaracollege.edu.in</b>	
• Address	<b>Enathur</b>	
• City/Town	<b>Kanchipuram</b>	
• State/UT	<b>Tamilnadu</b>	
• Pin Code	<b>631561</b>	
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>25/08/2015</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	<b>Self-financing</b>				
• Name of the IQAC Co-ordinator/Director	<b>DR. L. RAJESH</b>				
• Phone No.	<b>04427264066</b>				
• Mobile No:	<b>9894112100</b>				
• IQAC e-mail ID	<b>iqac@sankaracollege.edu.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.sankaracollege.edu.in/wp-content/uploads/2023/05/AQAR-2020-21-FINAL-SUBMITTED-REPORT.pdf">http://www.sankaracollege.edu.in/wp-content/uploads/2023/05/AQAR-2020-21-FINAL-SUBMITTED-REPORT.pdf</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.sankaracollege.edu.in/wp-content/uploads/2023/05/Academic-Calendar.pdf">http://www.sankaracollege.edu.in/wp-content/uploads/2023/05/Academic-Calendar.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.10</b>	<b>2011</b>	<b>30/11/2011</b>	<b>31/12/2022</b>
<b>6.Date of Establishment of IQAC</b>			<b>29/02/2012</b>		
<b>7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the composition of the IQAC by the HEI	<a href="#">View File</a>				
<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>				



Plan of Action	Achievements/Outcomes
<p>? To organize socially relevant medical camps.</p>	<p>? COVID-19 Special Vaccination Camp organized on 06.09.2021 and on 24.02.2022. ? 8 Scopus and 1 WOS papers were published ? COVID-19 Special Vaccination Camp organized on 21.06.09. ? Drug Awareness Programme on 28.10.21, 29.10.21, 01.04.22 and 31.05.22. ? Organic Farming Programme on 13.12.21 to 15.12.21, ? Rural Development Programme on 07.01.22</p>
<p>? Organising guest lectures by eminent speakers to aware the students about the new aspects and opportunities in the highly competitive world.</p>	<p>? Organized special lecture in all the Departments: 1. Mr. Arun Kumar, Sr. Software Engineer, Texas Instruments, Bangalore. 2. Mr. Sathiyamoorthy, SAP Business Consultant, Danfoss Industries, Chennai. 3. Dr. S. Srinivasan, Asst. Prof., Dept. of Biochemistry, Govt. Arts College for Women, Krishnagiri. 4. Dr. K. Shoba, Asst. Prof. in Commerce, Sir Thiyagaraya College, Chennai 5. E. Murali, HR-Executive, Zinnov Management Consultants. 6. Mr. R. Nurullah, Journalist 7. Dr. P. Jayakrishnan, Professor &amp; Asst. HOD, Dept. of Tamil, Kerala University, Thiruvananthapuram. 8. Dr. Tamizhielan, Director, Naan Oru IAS Academy, Chennai.</p>
<p>? Staff members are encouraged to publish a research articles in UGC care listed / Scopus Journal.</p>	<p>? 40 of our staff members have published research articles in UGC Care List Journals</p>
<p>? Staff members are encouraged to publish books in their respective specialisation.</p>	<p>? Staff members published books in their respective specialisation</p>
<p>? Tamil Department plans to</p>	<p>? Arivan Vattam, Marabuisai,</p>

organize various forum related to Tamil language and literature, like Arivan Vattam, Marabuisai, Porthamarai Mantram, KaniththamizhPeravai etc	Porthamarai Mantram, KaniththamizhPeravai These achievements are completed
? Increase Research Project	? Received four students project fellowship of Rs 30000 sponsored by TNSCST
? Collaborative Workshop	? Submitted proposal to National Science Academies for organising Science Academies Lecture workshop on "Biotechnology - Principles and Practice
? Application for Patent	? Applied for provisional patent for "Magnetotactic bacterial consortia as anti-Corrosive additive in concrete"Application No:202141057967Through Ipflair, Bangalore - Docket No. 2165301-NS
? To get the approval from University of Madras to introduce Ph.D programmes in various Departments.	? Introduction of Ph.D., Programmes in the Departments of Tamil, Biochemistry and Physics are under Process
? To submit project proposals to funding agencies.	? Submission of Project proposals are under Process
<b>13.Was the AQAR placed before the statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
Governing Council	Nil
<b>14.Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Year</li> </ul>	

Year	Date of Submission
2021-22	24/03/2023

### 15. Multidisciplinary / interdisciplinary

An Interdisciplinary research was carried out involving the Departments of Biotechnology and Physics. The research was targeted at evaluating the impact of extremely low, time-varying electromagnetic field (EMF) on improving germination efficacy in Foxtail millet (*Setaria italica*) seeds using response surface methodology.

The apparatus required for inducing Electromagnetic field and expertise of manipulating the field were provided by the Physics department faculty members. The Biotechnology faculties undertook the research work and it was observed that Magneto-priming was found to increase the germination efficacy (15.66%), shoot length (27.78%), total seedling length (20.30%), seedling dry mass (26.49%), and water uptake (34.48% at 80 min) showing significant output when compared with the control and positive controls. Remarkable improvements were observed in germination parameters such as vigor index-1 (39.14%), vigor index-2 (46.28%), speed of germination (27.52%), and emergence index (12.50%). Magneto-priming was found to reduce the levels of germination-specific enzymes, viz.  $\alpha$ -amylase, protease, and dehydrogenase, while it enhanced the levels of antioxidant enzymes, viz. catalase (114.63%) and superoxide dismutase (19.62%), triggering fast germination and early vigor of seedlings. This study clearly showed that EMF priming significantly improved the germination effect and other characteristics of Foxtail millet seeds. The results of the research were subsequently published as a research article.

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

The Institution gives a free hand to the teaching faculty members pertaining to the design of the curriculum. The revision of courses is done within the framework enlisted by the University of Madras and in accordance with the guidelines set by the statutory bodies of State and Central. They are encouraged to introduce new courses in a programme or make changes to the existing course. They are also motivated to introduce new teaching methodologies in the classroom. The curriculum designed and developed by the teachers are duly approved by the Board of studies members and finally passed in the Academic council meeting of the College. Teachers also play a pivotal role in the preparation of text books, create e-contents and reading materials related to the courses handled by them. Teachers

are given the responsibility of assessing the learning levels of students through assessment of students by conducting Internal Examinations and through Students activities, assignments.

#### **17.Skill development:**

The Community college had its genesis in the year 2010 and has been operational ever since. The Community college of the Institution offers a wide range of vocational Diploma courses for providing training programmes for the student community as well as neighbouring society and to equip them with entrepreneurial skillsets. The vocational Diploma programmes are conducted at free-of-cost. The training programmes target at creating self-employment opportunities to the illiterate section of the society. People from all sections and ages of the society are enrolled into various programmes. After completion of the courses, candidates are evaluated through theory and practical exams and given certificates authenticating the completion of training programme. The following vocational programmes are conducted:

- Mobile Service
- Multimedia and DTP
- Electrical Wiring
- Tailoring and Embroidering
- Air-conditioning Service training
- Computer Hardware Service training

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

The institution strategies and strives to promote Indian languages. Teachers are advised to teach and deliver classroom sessions in bilingual mode in English and Tamil. The programmes such as B.com and M.com are taught both in English and Tamil language. The students are permitted and encouraged to write exams in English or Tamil language. The Institution offers ancient Indian language Sanskrit as an optional language for the students. The Department of Sanskrit organizes many exhibitions to infuse the importance of tradition and cultural heritage of India among students community. The Sanskrit department also indulges in many collaborative activities to unearth the Indian ancient traditional knowledge and help the students reap its benefits.

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

The Institution has taken various initiatives for transforming its curriculum towards outcome based Education (OBE). The syllabus for all the programmes is designed in tune with the requirements of



OBE. Initially Programme Outcome (PO) is framed for the arts and Science programmes. Then each Department frames their respective Programme Specific Outcomes (PSO). Teachers who handle the courses in a programme are entrusted with the task of framing Course Outcomes (CO) for the courses. For each individual course, knowledge levels are ascertained and mapping is done between contents of syllabus and CO, PSO and CO. The curriculum is inspected by Direct External Evaluation.

## 20.Distance education/online education:

The Institution has set up a Community Radio Station (CRS) in the name of SRUTHI 90.8 FM to provide Radio-enabled Learning courses for students of our college, students of other colleges and as well as to the local community deprived of any formal education. The teachers of the institution prepare and provide the recorded audios of the courses in curriculum and the recorded sessions of courses are broadcast through the CRS for the benefit of the student community. The programmes broadcasted through the CRS are also streamed through Youtube channel dedicated for the CRS. Alumni of the institution have been roped in to contributed significantly by giving lecture series through the CRS.

## Extended Profile

### 1.Programme

1.1 22

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 5413

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 1770

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3

5280

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1

827

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2

112

Number of full-time teachers during the year:

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	<b>22</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Total number of students during the year:	<b>5413</b>
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2 Number of outgoing / final year students during the year:	<b>1770</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	<b>5280</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>827</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	112
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	112
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	1550
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	101
Total number of Classrooms and Seminar halls	
4.3	350
Total number of computers on campus for academic purposes	
4.4	133.07601
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Curriculum developed across all Programmes caters to the burgeoning demands and developmental needs of the contemporary world and aims to transform the students to be highly relevant in the local, regional, national and global arena.

Computer Science curriculum is loaded with cutting-edge technologies and research-oriented subjects to provide a

competitive edge for the students.

Tamil curriculum equips students with adequate linguistic knowledge in order to provide an added advantage to students seeking TN Government jobs.

English programme promotes communication skill and imparts professional English skill- speaking among students which is most sought-after in global arena.

Life Science programmes explores state-of-the-art technologies and diagnostic techniques in the scientific study of living organisms like human beings, plants, and animals which has garnered global reckoning post pandemic.

Commerce programmes infuses specialized skillsets among students that helps them foray into trade, share market, auditing, taxation and commerce sectors each having diverse needs in National and Global level.

Business Administration curriculum provides a wider scope and prospect for venturing into Entrepreneurship. The programme specializes in imparting Marketing skills, Executive skills and financial expertise.

The curricula for all programmes have been designed and developed to make the students relevant on National stage by inclusive subjects enlisted in the UGC NET syllabus.

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

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

362

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

Nil

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Cross-cutting issues covered in various courses across programmes, sensitize students to various issues of the contemporary world by promoting holistic growth among students.

**Professional Ethics:**

Profession Ethics is made part of research programmes and post-graduate programmes.

Microbiology programme offers courses on Industrial and Pharmaceutical microbiology, Marketable microbial products, Genetic Engineering, General regime of intellectual property rights which instills professional Ethics among students.

**Gender:**

Programmes related to Gender equity and Gender sensitization are predominantly included in the curriculum pertaining to English and Tamil Major programmes.

**Environment and Sustainability:**

The curriculum includes a dedicated paper on environmental studies for all second-year UG and PG students to give them a complete understanding of our ecosystems, natural resources, bio diversity, biotic resources, pollution, its various causal factors, and its management.

Microbiology programme offers courses in Environmental Microbiology, Soil and Agriculture Microbiology, Diversity of Life forms, Food, Dairy and Environmental Microbiology which sensitizes students on Environment and sustenance.

**Human Values:**

Curriculum includes a dedicated course on Value education for final-year students help to inculcate human and moral values to the students.

Curriculum deposits 1-credit for the students involved in extension activities which helps to enhance the human values among students.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year**

10

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above**

491

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects**

422



File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni</b>	<b>E. None of the above</b>
File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded
<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>E. Feedback not collected</b>
File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment of Students</b>	
<b>2.1.1.1 - Number of students admitted (year-wise) during the year</b>	
<b>1927</b>	

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

1828

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The Institution organizes an Induction-cum-Orientation programme for the first year students to smoothen their transition process and act as a bridge from School to College. The class Tutors closely monitor their wards and keep track of their activities, learnability skills and participation inside the classroom in order to access the learning levels of the students. Subsequently Tutor identifies students as slow learners and advanced learners.

Activities targeted towards Slow-learners:

- The students are continuously monitored by class Tutors and interact with Head of the Departments as they keep a close watch on their progress.
- The slow-learners are given special written assignments on regular basis and subjected to class tests.
- Students lacking English skills are provided with simplified learning materials to ease the learning levels of slow learners.
- Peer-Learning process is encouraged among students.

Activities targeted towards Advanced-learners:

- Advanced students are encouraged to engage actively in Departmental forum activities, where they take part in paper presentation, Debates, Group discussions,

- The students are motivated to participate in technical Symposiums organized by other colleges at National level where they participate in elocution competitions, quizzes and presentations in research topics, etc..
- Students are provided with materials in order to prepare them for competitive examinations such as NET/SET/JRF. Such students are also encouraged to undergo additional courses of their interest from Massive Open Online Courses (MOOCs) and other online courses (NPTEL).

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

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	5413	112

File Description	Documents
Upload any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

Institution adopts Students-centric methodologies as a primary pedagogy for imparting knowledge and infusing skillsets among students fraternity.

Science programmess includes Internships as part of the curriculum. Departments voluntarily undertake Industrial visits with an objective of providing a platform for experiential learning among the students. Industrial visits promote co-curricular skills among students and give them an exposure to the real-world scenarios. It helps students to access the latest trends and technologies prevalent in the corporate. It provides students with hands-on training session and also a pragmatic means for comprehending the theoretical concepts that they learn inside the classroom. MBA Department organizes two days Shursti Bazaar,

an experiential event for motivating students to enhance marketing skills, wherein students indulge in marketing their home made products to the public.

The curriculum mandates the award of internal marks based on the student's participation in the classroom activities. Departments have an active and functional Student's Forum with a sole motto of making students embrace participative learning. In the forums the students are encouraged to take seminars, indulge in group discussions, involve in constructive debates and conduct quizzes related to the topics in the curriculum. The participative learning encourages peer-to-peer learning among students.

Curriculum incorporates case studies that promote Problem solving skills among students. The students are given critical tasks along with case studies related to a academic topic and motivate the students to find a way to solve or complete the task by applying the concepts they learn in classrooms.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT-enabled tools and online resources were widely used by all teachers for seamless and barrier-free teaching and learning during the pandemic period. Online resources and platforms such as Google Classrooms, Google Meet, Google drive, Zoom were predominantly used for making the process of teaching and learning more effective and efficient. Live classes were conducted using online platforms and to enable students to recollect the concepts taught by teachers, the online classes were recorded and given to the students. Teachers have captured video lectures of their presentations on the topics in curriculum and have published their e-content in their Youtube channels for benefit of the students. Online tests were conducted by preparing MCQs using Google Forms platform wherein students shall attend the test from their home. A separate and dedicated Google Classrooms were created for each class of students which was used as a virtual classroom for sharing of the reading materials and slides. Google classrooms

were also used for dissemination and submission of assignments. The platform was effectively used for the conduct of CIA exams and also for evaluation of answer scripts and publication of the marks.

A major benefit of using ICT-enabled tools and online resources is the effective and efficient delivery of the lectures, instant delivery of the coursework and prompt evaluation of tests undertaken by students and swift analysis of the student's performance.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

100

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	No File Uploaded

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Institution prepares and adheres to the Academic Calendar for every academic year.

The Academic Calendar incorporates the following:

- Reopening of the Institution for the Odd and Even semesters.
- Dates of conduct of Continuous Internal Assessment (CIA) for Odd and Even semesters.
- Annual Events for the academic year
- Dates for the conduct of all Internal committee meetings.
- Government Holidays and festival days.

- Number of working days (90) along with the last working day for each Semester.
- Dates of End-semester Practical and Theory University Examinations.
- The end-semester examination time table for current papers and arrear papers is prepared and published by the COE of the Institution

In every semester the Time Table preparation is done in a decentralized manner. The Head of the Departments collectively create a Master time-table comprising of linguistic papers and cross-allied papers available in all the programmes. Based on the Master time-table framework, the respective Departments draw their own customized timetable filling the major subject slots alone.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full-time teachers against sanctioned posts during the year

112

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

43

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

894

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.5 - Evaluation Process and Reforms

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

32 days

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination automation provides easy and quick accessing and avoiding confusion over previous record recovery. Continuous internal mark entry captured through online entry. Question paper setters appointed through automation process. Once Nominal roll finalized for exams, application form printing and time table publishing can be achieved easily. Once exam fees paid entry made in the software, hall tickets can be retrieved by students through online. Seating plan and attendance sheets prepared through automated software. Exam attendance is entered through online portal. Barcode dummy number stickers generated through examination software. Answer script evaluators were also appointed through automation software. Central valuation marks were captured through barcode scanning. Students can express their grievance through grievance submission online forms and they can also provide feedback about question papers through question paper analysis forms through online. Early publication of results is possible because of automation. Semester marksheets, consolidated marksheets, rank certificates and transfer certificates were printed indigenously with the help of automated software system.

Continuous Internal Assessment (CIA) plays a vital role in preparing the students for the end-semester exams. CIA Exams are organized in three terms in a semester. CIA Exams are ensures attainment of knowledge levels among students which in turn leads to attainments of COs, PSOs, POs. Student's Consolidated marks for Three CIA Exam are carried forward contributing to the internal marks of the End-semester exams.



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

## 2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes (POs) are first framed separately for the Science branch programmes and Arts branch programmes. Programme Specific Outcomes (PSOs) are then framed for each programme and subsequently Course Outcomes (COs) for every courses of each programme are stated by the respective Departments. The Knowledge level is ascertained for each unit of the courses for every Programme. The course outcomes and their mapping with Program Specific Outcomes and Program Outcomes are elaborately discussed, derived and approved by the Board of Studies (BoS) members in the meeting. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

**Mechanism of communication:**

Program Outcomes (POs), Program Specific Outcomes (PSOs) and course outcomes are communicated to the stake holders of the programme by the following procedures.

Programme Outcomes (PO), Programme Specific Outcome (PSO) and Course Outcomes (COs) are informed to the students during the Induction programme.

POs, PSOs, COs are prominently displayed on the Institutional website.

POs, PSOs, COs are communicated to the teachers by sharing the softcopy and hardcopy of the same.

Before the start of the each course, the course instructor elaborates the outcomes and objectives of the course.

The various knowledge levels under Bloom taxonomy is discussed with the students by course instructor. Then knowledge level requirements of each unit of the course are also discussed with

the students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	Nil

### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Completion of Course Outcome assessment is carried out in Outcome Based Education (OBE) through one or more processes done by the department that identify, gather, and prepare data to evaluate the accomplishment of course objectives (CO's). Various tools/methods are used in the process of determining whether or not Course outcomes have been fulfilled. There are two types of these methods: direct methods and indirect methods.

- Direct techniques demonstrate a student's knowledge and skills based on their performance in class/assignment exams, internal assessment tests, assignments, semester examinations, seminars, laboratory assignments / practicals, mini projects, and other activities. These strategies provide significant evidence of student learning by sampling what students know and/or can do.
- Indirect approaches for reflecting on student learning include course exit surveys and examiner comments. Online feedback system is utilised to evaluate the attainment of programme outcome and course outcomes.

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

### 2.6.3 - Pass Percentage of students

**2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution**

1685

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

**2.7 - Student Satisfaction Survey**

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

[Student Satisfaction Survey not done for the year](#)

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Institution has an created an ecosystem for innovation, creation and transfer of knowledge by establishing dedicated centres such as Institution's Innovation Council (IIC) and Entrepreneurship Development Cell (EDC). The Institution has been conducting various seminars/ workshops/ events with a prime objective of instilling Innovative ideas among young minds and for dissemination of Entrepreneurship skills to the budding students.

Institution's Innovation Council (IIC) and Entrepreneurship Development Cell (EDC) organizes ideation programmes, ideathon, webinars, discussion forums, pitch fests and start-up mentorship events. Institution has organized 8 seminars/ workshops/ guest lectures pertaining to the areas of entrepreneurship, incubation opportunities, etc

Entrepreneurship Development Cell has coordinated activities on new product development, marketing, network support and mentorship.

Srushti Enactus provides a platform to the students to showcase their entrepreneurial skills by organizing bazaars and fairs wherein college students are encouraged to set up stalls for marketing their home made products and food items. It gives them a chance to hone their marketing skills.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0.65

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

03

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

#### 3.2.3 - Number of teachers recognised as research guides

09

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

01

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Institution has an created an ecosystem for innovation, creation and transfer of knowledge by establishing dedicated centres such as Institution's Innovation Council (IIC) and Entrepreneurship Development Cell (EDC). The Institution has been conducting various seminars/ workshops/ events with a prime objective of instilling Innovative ideas among young minds and for dissemination of Entrepreneurship skills to the budding students.

Institution's Innovation Council (IIC) and Entrepreneurship Development Cell (EDC) organizes ideation programmes, ideathon, webinars, discussion forums, pitch fests and start-up mentorship events. Institution has organized 8 seminars/ workshops/ guest lectures pertaining to the areas of entrepreneurship, incubation opportunities, etc

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Srushti Enactus provides a platform to the students to showcase their entrepreneurial skills by organizing bazaars and fairs wherein college students are encouraged to set up stalls for marketing their home made products and food items. It gives them a chance to hone their marketing skills.

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

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

07

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

E. None of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year****3.4.2.1 - Number of PhD students registered during the year**

05

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year**

40

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year**

07

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed****3.4.5.1 - Total number of Citations in Scopus during the year**

118



File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

25

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

#### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Extension activities are carried out in the neighbourhood through various conduits such as NSS, NCC, Community Radio Station, Community College and Thinnai Palli Scheme.

The Institution boasts of 4-NSS units comprising a total of 400 students wherein the students are involved in various campaigns such as

- Tree Plantation for creating environmental awareness in the society.
- Rally participation for creating social awareness for variety of social issues such as road safety campaign.
- Residential 10-day camp in a nearby adopted village for carrying out cleanliness work and road-laying works.
- Health camps for carrying out health check-ups for people from rural areas.
- Blood donation camps wherein students turn out in huge numbers for donating blood for a noble cause.
- Pond cleaning work to create awareness on water conservation.

The Institution also has NCC units in place which promotes patriotism at young age, induces discipline among students, boosts national integrity and leadership qualities in them.

Community Radio Station (CRS) is a dedicated center and acts as a

vehicle for spreading awareness and knowledge of solutions to community development problems ranging from culture, rural development, Women empowerment, education, hygiene and sanitation, agriculture, etc. CRS broadcasts programmes on diverse issues targeted at benefitting the local community and their upliftment.

Community College is an initiative taken by the Institution to provide skill training for the uneducated, economically weaker and socially disadvantaged sections of the society.

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

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

67

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

4239

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.7 - Collaboration

#### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

01

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

08

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**Institution has adequate facilities and learning resources to achieve academic excellence according to its vision and strategic objectives.**

- The Institution is located in a sprawling campus with adequate Infrastructure facilities boasted with 95 spacious**

classrooms with a total class room coverage area of 56284 Sq. ft. The classrooms are partially ICT-enabled with wi-fi connectivity.

- The Institution has 5 seminar and conference halls along with a smart classroom with ICT facilities with a coverage area of 7634 sq. ft.
- The Institution is bolstered with state-of-the-art laboratories. There are a total of 17 dedicated laboratories with coverage area of 15971 Sq.ft., exclusively for UG students, PG students and Research programmes. Higher-end computing lab facility furnished with over 300 State-of-the-art Ncomputing Client systems and a separate Bioinformatics lab.
- The Institution has a central Library build-in area of 5460 Sq.ft. with over 25,137 volumes of books, 87 Journals and along with Nlist online repository subscription available for students to remotely access e-books.
- Each Department has individual library facilities comprising of 1443 books for students reference.
- The Institution has Store rooms, power rooms, water purifying units, two generators along with solar panel power supply.
- Ramp facility

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

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

The Institution has adequate facilities for sports and games including gymnasium centers. The Institution has well-furnished facilities for outdoor and indoor games.

- A sprawling Play Ground spanning 187213Sq.Ft. is available for playing outdoor games like cricket, football, volleyball, Ball Badminton, shuttle (Badminton), kho-kho, tennikoit, Hockey, Athletics, Hand Ball etc.,
- Net Practice for Cricket is established.
- Facilities for Indoor Games such as Table tennis, Carrom, Chess, are available for students

- Air-Conditioned Gym Centre - Bhismacharya Gym Centre covering 532 Sq.ft. with imported Gymnastics facilities along with weight-lifting is available.

Institution has an open stage platform in the name "kamban Kalaiarangam" for staging cultural events in the college.

Institution boasts a well-furnished auditorium with 3736 Sq.ft with state-of-the-art infrastructure. The auditorium shall also be used for Yoga sessions and activities.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

47

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

100.56573

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Library uses partially automated Integrated Library Management System (ILMS).
- The central library is located in an area spanning 5460 Sq. ft.
- The central Library comprises of over 25,137 volumes of books, 87 Journals and along with Nlist online repository subscription available for students to remotely access e-books.
- Each Department has individual library facilities comprising of 1443 books for students reference
- Library maintains accurate stock with RFID Automation.

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

**4.2.2 - Institution has access to the following:  
e-journals e-ShodhSindhu Shodhganga  
Membership e-books Databases Remote  
access to e-resources**

C. Any 2 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

0.84630

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

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

230

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Our Institute has a well-defined policy regarding IT facilities including WIFI. Appropriate budget allocation is made for the expansion and updating of the organization's information technology systems, including wifi. We are constantly on the cutting edge of technology adoption and provide IT-enabled services to all of our stakeholders. The policy establishes a framework for utilising IT infrastructure to enable all of the academic tasks, as well as a system for building and maintaining the campus's IT infrastructure. The institution operates a campus network and Wi-Fi network with many nodes located throughout the campus covering the blocks. There is high-speed broadband access for more efficient connectivity. Periodically, computers are updated. They are either substituted for or upgraded in terms of configuration. Additional computing resources are provided in response to the needs of students, researchers and instructors.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
<b>4.3.2 - Student - Computer ratio</b>	
Number of Students	Number of Computers
5413	350
File Description	Documents
Upload any additional information	No File Uploaded
<b>4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus</b>	A. 750 Mbps
File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded
<b>4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing</b>	E. None of the above
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>
<b>4.4 - Maintenance of Campus Infrastructure</b>	

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

32.51028

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

**Maintenance and Utilization of Physical facilities:**

- The physical facilities of the Institution such as class rooms, laboratories, library, and toilets are daily cleaned and maintained by housekeepers. Daily inspection of the physical facilities is carried out by designated members of teaching staff to ensure that physical facilities are clean and tidy.
- Utilization of physical facilities such as Seminar halls, smart classrooms, conference halls is monitored through booking register overseen by a designated staff.
- Annual Stock verification is carried out at the end of even semester in every academic year.
- Black boards are refurbished during the vacation days
- Refurbishment of furniture, electrical fittings is done based on the reports of stock verification committee.

**Maintenance of Laboratories and equipment:**

- Purchase, installation, service, repair of all the required equipment in the laboratories is monitored by the purchase committee office bearers of the Institution.
- Stock of equipment in all laboratories are utilized and maintained through a stock register book in place.
- Maintenance of Library:
- Central Library operates on RFID as every transaction of books is kept track using RFID scanner.
- Old Books are outsourced for rebinding for lasting long.

**Campus Maintenance:**

- Safety and security of the campus is ensured round the clock by security personnel and surveillance camera.
- Sophisticated equipment, Fire extinguishers, air conditioners and RO units and drinking water purifying units are checked and maintained periodically.

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

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

364

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year**

02

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are**

E. None of the above

**organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

366

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**B. Any 3 of the above**

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

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

204

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of outgoing students progressing to higher education

227

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

0

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

01

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Students are actively involved in academic and administrative roles for their holistic growth in the Institution.

##### Academic roles assigned to students:

- A select set of students with advanced learning capabilities are entrusted with the task of indulging in peer-learning among slow-learning students.
- The select students are given the responsibility of preparing posters related to the curriculum for discussion inside the classroom.
- The students are encouraged to handle forum sessions through presentations, indulgence in group discussions, debates and conduct of other academic activities.

##### Administrative roles assigned to students:

- A student from each class is designated as a class representative and assigned administrative roles such as maintaining the discipline and punctuality among students.
- The class representatives are included in anti-ragging committee, anti-drug abuse committee and are tasked with maintaining the decorum of the Classroom and the Institution campus.

- Student representatives from hostel are given the responsibility of handling Hostel organizational activities.

The students are selected for administrative roles in the form of co-ordinators for various organizational committees that are established for conduct of forums, technical symposiums, inter-college and inter-department competitions.

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

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Institutions alumni association is named as "Pranav". The Pranav Alumni meet is conducted to reconnect with the alumni and celebrate their success and various achievements. The college encourages outgoing students to enroll themselves as members of the association.

The alumni association provides an interface for establishing a link between the alumni, staff, and students of the institute. The main objective of the Association is to bridge the gap between the college and alumni.

The association has managed to connect our alumni across world via WhatsApp, Facebook, Twitter and Instagram to stay connected with our alumni.

Alumni extend their support through financial assistance to poor students, donation of books, providing placements and summer internships to our students.

Distinguished alumni are invited as resource persons at various events as resource persons. They provide inputs and share their experiences regarding skills, recent technologies and trends. They also share their experience with the students and motivate them for their career development in various domains.

Sankara alumni are currently working at various positions all over the globe and proving their mettle in all spheres of management. Alumni of our Institution are one of the members of board of studies and giving suggestions to update the syllabus as per the requirement of the industries.

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

**5.4.2 - Alumni's financial contribution during the year**

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

#### Vision

Developing the total personality of every student in a holistic way

#### Mission

- Imparting holistic and man making education with an emphasis on Character, Culture and Values.



- Designing the Curriculum that transforms the students into value added and skilled human resources.
- Constantly upgrading academic and management practices towards total quality management and promotion of quality in all spheres.
- Extending the best student support services by evolving a curriculum relevant to student community and the society at large.
- Moulding the teachers in such a way that they become the role models in promoting Higher Education.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralized and participative management has been implemented at the college. To ensure the College's smooth operation, all stakeholders are asked to provide ideas for academic goals, organisational advancement and to improve campus infrastructure. Staff and other stakeholders contribute to instilling a positive attitude, which leads to increased productivity, improved communication, increased morale, motivation, and job satisfaction. The management gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college. They convene on a regular basis and take the required procedures to establish and implement the institution's strategic plan. The institution and its concerned IQAC and College Development Committee, as well as other statutory Committees, engage on quality improvement as part of their quality initiative. Various committees have been formed, and tasks have been allocated. The chairman of the committee and members of the committee report to the Principal on the decisions and implementation. They get the feedback from all the stakeholders of the institution and take steps for further improvements as far as they are within the capacity and recommend the management for further corrective action. The Principal directs the work of the department's head. The Department Heads are assigned certain roles and obligations to attend to the day-to-day operations. Every faculty member participates in academic,

administrative and other statutory and non-statutory committees.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Various committees within the organisation set the Institution's vision and strategy. The Institution is implementing the long-term strategy. To achieve the institution's ultimate purpose, the institution's administration, Internal Quality Assurance Cell, and several committees are all working together. Institutions convene concern committees to finalise strategic and perspective plans, which are then put on the table for open discussion. The perspective plan is implemented after discussion with the stakeholders.

The governing council meets at the start of each year to review and finalise strategies for implementing plans and policies. The prior year's performance is analysed to help formulate strategies. The Governing Council and IQAC ensures the effective implementation of strategic plans. The Academic Council meets once every six months, and strategic plans are modified as needed. The HoDs convene departmental meetings with faculty members in their respective departments to discuss departmental functions. Online feedback is collected from all the stakeholders and corrective steps are implemented in response to the feedback. Alumni meetings are held on campus and feedback from alumni is collected to enhance and improve academic and co-curricular programmes.

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

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

The institution maintains an effective internal co-ordination and monitoring mechanism with various departments and committees formed by the college for curricular, co-curricular, extension and administrative activities. Principal is responsible for overall planning, monitoring and academic performances. HoDs are authorized to review and monitoring of Teaching-Learning Process and attainment of Course and Program Outcomes. Faculties are responsible to guide the students in the performance of practical tasks, skill exercises, evaluate their performance, advise and assist the students in their academics. Admission committee will carry out the entire admission processes. Planning and Evaluation Committee is assigned to review the academic and other related activities of the college by formulating perspective plans for the development and growth of the college. Examination committee will monitor the formative and summative assessments of the students and its related activities. IQAC of the institution contributes to maintaining the quality standards in teaching, learning and evaluation and other concerned activities in the college. Library committee is assigned to carry out activities to ensure the availability of all the reference books, magazine, journals, etc in the library. Student Advisory Committee and Discipline committee is framed to handle student activities and maintain discipline.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

<b>6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination</b>	C. Any two of the above
File Description	Documents
ERP (Enterprise Resource Planning) Documen	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression	
<p>The College has effective welfare measures for the faculty and non-teaching staff and avenues for career development. Besides intellectual and professional development, it also offers financial and health securities for its employees. Professional development is ensured through periodic training/workshops/seminars. The faculty is encouraged to make academic advancement and supporting staff are encouraged to update their administrative skill. The management ensures the wellness of its employees and enable them to optimize their potential.</p> <ul style="list-style-type: none"> <li>• Free medical camp for the staff</li> <li>• Provident fund for all the employees who fall under the eligibility criteria as per Govt. norms.</li> <li>• Fee concession towards of economically weak staff</li> <li>• Gratuity is applicable to every staff after five year of permanent service.</li> <li>• Computerized Digital Lab to enhance the use of Digitized Platforms.</li> <li>• Free Wi-Fi and email addresses using the institutional domain name.</li> </ul>	

- on-duty for participation in Faculty Development programmes and research activities. free transport facility.

- Hostel facility for staff.

Medical leave on instances of serious illness, accidents, etc. can be availed.

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

### 6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of 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)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

62

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

Our institution conducts internal and external financial audits regularly. The institute has mechanisms for internal and external audits. The external audit is carried out once a year. The external auditor verifies all the receipts and expenses bills, payments of the financial year. Chartered Accountant of the Institute conducts regular accounts audit and certifies its Annual Financial Statements. Work of Internal Audit of the Institute has been entrusted to the Internal Auditor of the Institute. This is mainly pre-audit of major receipts and payments and concurrent/post-audit of all other receipts and payments. He also pre-checks salary fixations, pension and gratuity payments and final payments of GPF. The accounts department headed by the Accounts officer and Assistants is maintaining the financial transactions of the institutions. They are preparing monthly statements of income and expenditure and bank reconciliations, fees dues from students and bills payable statements. An internal audit is done once a year.

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

##### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

4

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

##### Institutional mechanism to monitor effective and efficient use

The accounts department headed by the Accounts officer and Assistants are maintaining the accounts of the institutions. They are responsible to prepare monthly statements of income and expenditure and bank reconciliations, fees dues from students and bills payable statements.

- Every academic year the budget proposals are prepared by the Heads of all departments regarding purchase of equipments and consumables for the laboratory, books and journals and are submitted to Principal, in turn to the management for approval.
- The resources are effectively used for:
  - Salary distribution
  - Allotment of budget for departments
  - Tax payment
  - Loan distribution
  - Payment of maintenance and purchase bills
  - Expenditure for sports and games
  - Expenditure for extension and Outreach activities

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

#### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made

during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC of our institution is authorized to monitor, execute and suggest the strategies for the overall improvement of the Institution. The important quality assurance strategies and processes of IQAC with regard to quality include

Enrichment of the curriculum by introducing socially relevant, employability, entrepreneurship and skill development oriented topics in the curriculum.

1. Conducting training programmes for faculty members to train in ICT tools.
2. Conducting faculty development programmes for the improvement of academic knowledge of faculty members.
3. Facilitating research activities in the Institution by encouraging the faculty members to apply for funding agencies for research projects.
4. IQAC is encouraging to attend and present papers in National, International conferences and publishing the research papers in UGC listed journals.
5. IQAC is enhancing the skills of the students through the various cells and forum activities and facilitates in bringing out the hidden talents of the students.
6. IQAC is monitoring the performance of the staff members on the basis of the self appraisal reports submitted by them.
7. Promoting Eco-friendly environment in the campus by encouraging the planting of seedlings and plants in the campus.
8. IQAC is endorsing the digital development in the Institution by promoting the utility of digital learning resources.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

1. The IQAC of our institution is involved in the planning, execution and analysis of the effective Teaching - learning process of the Institution.



2. Academic audits are conducted periodically to review the teaching-learning process of all the departments.

3. Online examination system was introduced for assessing the academic performance of the students.

4. Research projects and project-based learning process are introduced to improve and assess the learning ability of the students.

5. Internal self-evaluation process helps to monitor and evaluate the teaching and learning process periodically.

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

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

In our institution, every year, programmes focussing on gender equity and sensitization are conducted regularly. In the form of invited lectures, special guest will be invited to deliver lecture addressing the issues. This initiative is conducted regularly to create awareness among female students. The major areas like women safety & security, women empowerment, women rights are given much priority. Programmes like students' seminar, debates, quiz are conducted on these issues. Our institution is always keen to ensure the safety and security of the women students.

Women's day celebration, Mother's Day celebration are the evidences of our institutional move towards women centric events. We also encourage women students to take part in NSS and NCC units of Institution as active volunteers to build their confidence level. This may prepare them to be brave enough to tackle societal challenges and personal barriers. The Grievance Redressal Cell of our college is addressing the grievances of women staff and students of our Institution.

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

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: 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
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

**Solid Waste Management:** Every day, the solid wastes like papers, food wastes, vegetable wastes are collected and carried over to the local municipal waste collection point and dumped. A group of

scavengers with a supervisor are exclusively allocated to ensure all these day-to-day activities.

**Liquid Waste:** The liquid wastes include sewage water and waste water are properly channelled to the municipal waste water canal. A group of scavengers with a supervisor are exclusively allocated to ensure all these channelling and issues raised out of it be fixed on the same day.

**E-Waste Management:** Every year, E-wastes like computer peripherals, Discs, electronic / electric items are collected and properly handed over to local trash vendors for recycling.

**Hazardous chemicals and radioactive waste management:** Our institution is not utilizing any hazardous radioactive chemicals. Other hazardous chemicals, upon expiry and utilization, properly disposed according to the suggested Standard Operating Procedures. This disposal is monitored by the assigned teaching and non-teaching faculty members.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for**

C. Any 2 of the above

greening the campus are as follows:

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

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

#### 7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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

D. Any 1 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 a disabled-friendly

C. Any 2 of the above

**and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Our institution is keenly interested to involve in the socially responsible initiatives for the socio-economic enhancement of the nearby community. Every year, a free medical camp is organized and the people of the nearby villages are screened for sugar, blood pressure and BMI (Body Mass Index). The needy people are advised to consult the medical physician for effective management of health.

Many awareness programmes like Say No to Alcohol, Avoid Smoking, Dengue, Social Distancing, Importance of Sanitization, Environmental Cleanliness are conducted in the form of Rally, Street act, Community Radio Programmes, etc.

For the betterment of local community, skill-oriented certificate programmes are offered through community college. To encourage the higher studies of students from poor and downtrodden community, our institution is providing fee concession and scholarships every year.

To inculcate the harmony towards worship, NSS volunteers are made involved in Temple services during festival days. NCC volunteers are properly trained to be ready for service and for any socially relevant events.

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

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

Our institution is keenly interested to involve in the socially responsible initiatives for the socio-economic enhancement of the nearby community. Every year, a free medical camp is organized and the people of the nearby villages are screened for sugar, blood pressure and BMI (Body Mass Index). The needy people are advised to consult the medical physician for effective management of health.

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File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized</b></p>	<p><b>C. Any 2 of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="86 658 539 716">File Description</th> <th data-bbox="539 658 1445 716">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 716 539 819">Code of Ethics - policy document</td> <td data-bbox="539 716 1445 819" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 819 539 1111">Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims</td> <td data-bbox="539 819 1445 1111" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1111 539 1182">Any other relevant information</td> <td data-bbox="539 1111 1445 1182" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Code of Ethics - policy document	<a href="#">View File</a>	Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded	Any other relevant information	No File Uploaded	
File Description	Documents								
Code of Ethics - policy document	<a href="#">View File</a>								
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded								
Any other relevant information	No File Uploaded								
<p><b>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</b></p>									
<p>The Institution celebrates and organizes National and International commemorative days. On a monthly basis, a list of important days to be observed is taken and those days are observed by the students by creating awareness about the importance of the day and its relevance to the world. NSS and NCC units take up the responsibilities of organizing the commemorative days of the month. Faculty members are invited to proliferate about the day being observed. The rich history and profound legacy of our National leaders are being imbibed into the students mind. The need for environmental sustainability is driven into the student's mindset through the observance of days.</p> <p>National festivals like Deepavali, Pongal, etc. are also being celebrated by the students to reinstate the country's rich culture, heritage and tradition amongst the student community. The festivals also infuses the communal harmony, inclusiveness and unity among diverse student's community.</p>									

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**Title of the Practice: Weekly Forums for Students**

**Objective of the practice:**

**The objectives of Student Forum are:**

- To kindle peer-learning among students

**The Context:**

- Transforming teaching-learning pedagogy from teacher-centric to student-centric approach.

**The Practice:**

Every Department has a separate forum scheduled on a given day of the week.

- Paper Presentation
- Group Discussion
- Debate

**Evidence of Success:**

Actively participating students in the forum were found to have performed exceedingly well in the corporate interviews.

**Problems encountered and Resources required:**

Motivating students to actively participate in forum as students from rural background are inherently shy and have a laidback



attitude.

**Title of the Practice: Community college**

**Objective of the Practice:**

- To reach out to the society for promoting welfare programmes for ensuring well-rounded growth for the community as a whole.

**The Context**

- Economically weaker sections of the community longing for aid needs to be given a helping hand by providing necessary skill-sets at free of cost.

**The Practice:**

- Candidates enrolled in Community College are trained up in various courses like Desktop Publishing, Tailoring, Refrigerator Servicing, A/C Servicing, etc.,

**Evidence of Success:**

- People who attended and benefited from the Community College were appreciative of the efforts on the part of the Institution to have helped their cause.

**Problems encountered and Resources required:**

- Initially it was a big challenge to mobilize the concept of Community college as there were not many takers in the society.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.sankaracollege.edu.in/wp-content/uploads/2020/06/best-practices.pdf">http://www.sankaracollege.edu.in/wp-content/uploads/2020/06/best-practices.pdf</a>
Any other relevant information	Nil

### **7.3 - Institutional Distinctiveness**

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

## Community Outreach Programmes:

- Community Radio Station (CRS)
- Thinnai Palli

### 1. Community Radio Station (CRS):

#### Objective:

- To foster and flourish the social community with welfare programmes.
- To reach out to the society for spreading awareness programmes for ensuring well-rounded growth of the community.
- To provide Radio-enabled Learning courses for the people deprived of any formal education.
- To sensitize the local community on issues related to health, hygiene, sanitization, and promote the livelihood of community through gender-equity programmes, women empowerment programmes and programmes related to agriculture.

#### Major Programme Broadcasted:

CRS has striving to raise awareness among local community in order to uplift their social through various programmes such as:

- Santhipomsinthipom, Kanchiyenkural, UngaludanSruthi, NalamAriyaAaval, Kanchi thoranam, Masarumagudangal,
- Hello students, Amutheythamizhay,Vannakolangal, Kuralnerivazhkai, Neelamneernizhal, Mangaiyarneram, Uzhavuamthozhiluam

### 2.Thinnai Palli:

#### Objective:

- Thinnai Palli is an outreach programme targeted at school students envisaged to reinvent the ancient schooling system.
- To expose school students to the rich heritage and legacy of various traditional art forms culture prevailed in the state.

**Activities undertaken:**

- Adopting school students from socially deprived and economically weaker sections in order to enhance their learnability skills.
- Reaching out to school students on week-ends to promote practice based learning.
- Supporting the student's education by providing them with necessary books and other materials to the needy students.
- Undertaking educational excursions for exposing and imparting the relevance of ancient art forms to the school students.

File Description	Documents
Appropriate link in the institutional website	<a href="http://www.sankaracollege.edu.in/wp-content/uploads/2023/05/Institutional-Distinctiveness.pdf">http://www.sankaracollege.edu.in/wp-content/uploads/2023/05/Institutional-Distinctiveness.pdf</a>
Any other relevant information	No File Uploaded

**7.3.2 - Plan of action for the next academic year****Dept. of Biochemistry**

- Planning to conduct awareness programmes.
- To publish research papers in UGC CARE listed journals.
- Planning to publish one patent in Antidiabetic Potential of Kaempferol 3-O-gentiobioside.

**Dept. of Biotechnology:**

- To get Ph.D guideship for eligible faculties
- To get more number of funded projects.
- To Start centers for doing research
- To get patents and commercialization of products

**Dept. of Commerce:**

- Organizing Workshop on Research Methodology, Entrepreneurship and skill development programs in the next academic year 2022 - 2023
- Plan to conduct National and International Level Seminar.

- We have plan to conduct an Expo in the name of "Shrushti Bazzar" to bring out a creativity skills and entrepreneurial skills of our commerce students.

Dept. of Microbiology:

- To develop the department by getting national funding and collaborative projects with national and central institutes.
- To enhanced microbial biotechnological products for the welfare of farmers and community.
- Students start-up programmes will be conducted for obtaining knowledge and development of students entrepreneurship through IIC.

Dept. of Tamil:

- To organize high number of International seminars
- To elevate the Department to a research department.

Dept. of Computer Science:

- To scale up to a Research Department by offering Ph.D. Programmes.
- To increase the number of Research publications in UGC Care Journals.
- To organize more FDPs and Workshops for Faculty members