



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SRI ADI CHUNCHANAGIRI WOMEN'S COLLEGE, CUMBUM
Name of the head of the Institution	G.Renuga
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	09384406407
Mobile no.	9994296599
Registered Email	sacwc96@gmail.com
Alternate Email	renugabiog@gmail.com
Address	Cumbum - Kumily Road, Cumbum 625516 Theni District
City/Town	CUMBUM
State/UT	Tamil Nadu
Pincode	625516

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	V.Vani
Phone no/Alternate Phone no.	09384406407
Mobile no.	9976618910
Registered Email	sacwcigac@gmail.com
Alternate Email	sacwc96@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.sacwc.in/Ssr/index.html
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sacwc.in/Aboutus/Calendar.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.09	2019	28-Mar-2019	27-Mar-2024

6. Date of Establishment of IQAC	17-Jun-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
FDP on Mental Health for Success	19-Jun-2018 1	58

FDP on Networking	06-Jul-2018 1	14
Training on Effective system usage	07-Jul-2018 1	10
Orientation Programme for newly recruited faculty members	17-Jul-2018 2	8
FDP on Stress Management	25-Aug-2018 1	60
FDP on E-Content Development	01-Dec-2018 1	51
Training on general maintenance and overall operation of the equipments in the respective department labs	15-Dec-2018 1	10
FDP on Team Building	06-Mar-2019 1	64
Orientation on AQAR preparation	29-Mar-2019 1	50
Training on Operation of DTP Center	29-Mar-2019 1	10

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
? Econtent Preparation through Econtent lab ? Encouraging Faculty to enroll online courses ? Introduction of modified format of exam booklet ? Commencement of DTP Centre ? Preparation of simple chemicals for Household usage through EDP cell ? 25 MoUs have been signed with various firms and Institutions	
No Files Uploaded !!!	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Governing Council Meeting	21-Oct-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	18-Mar-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	29-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The Institution has implemented Management Information System with the

use of respective softwares. Thus, the automation has been done in all aspects of the Institution such as Admission, Academic, Examination, Library and Administration and all the details of students and staff have been digitalised. Admission: The entire Admission process is automated right from the stage of issuing application till the confirmation of admission. The details such as number of applications issued for each course, number of applications received for each course, numbers of seats filled against reservation of various quotas are digitalised and further process is followed accordingly. Academic: In Academic, the automation ranges from backing up of all general details of all admitted students till the maintenance of students' daily attendance is in practice that includes Subject Allocation, Timetable, Lesson Plan, etc. Examination: The Examination processes such as entering Internal marks for each Internal Exam and automated calculation of Internal marks is done. Besides, the University External exam marks are also entered for further reference. Library: The Digital Library is enabled with the automated software for entire Library oriented processes which includes Books stock entry, Book issue, renewal and return and the students' entry and exit with barcode verification through their Identity card. Administration: Apart from crucial Admission and Academic processes, the Institution has implemented automation in other Administration processes also which includes all types of Financial Transaction.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Depending upon the nature and needs of rural women-students, the university framed Curriculum is implemented through various practical measures to enable the students for further elevation in all curricular aspects. Infra-structure: There are ample number of well-furnished classrooms with proper ventilation. The Laboratories are equipped with contemporary technologies and modern amenities. There are ICT classrooms for further embellishment of pre-defined

curriculum. The Digital Library is to enhance students' global competency; a fully equipped Seminar Hall enables for Curriculum based Intra- and Interdisciplinary presentations.. Handbook: Every annum the IQAC defines the Handbook which includes Commencement of Academic year, No. of students and Staff, No. of teaching days, Schedule of CIA, list of staff, Important events & Festivals, Departmental activities, Conduct of Seminars, Workshops, Conferences, etc. Lesson Plan: Based on the Handbook, all the subjects of respective disciplines are planned for teaching, coaching and evaluation processes. Number of working days: As per the guidelines of university, the institution strictly follows 90 working days per semester. Syllabus Completion: Continuous Internal Assessment (CIA) dates are mentioned in the Handbook, and the syllabus completion of respective CIA is compulsory. Tests: The Examination Cell along with the IQAC team conducts Formative and a Summative test at constant intervals facilitates to identify the learners' stand in each subject, thus letting the teacher and the learner for improvement measures. Internal External Total UG - I, II & III Year 25 Assignment (5) 75 100 CIA test (15) Attendance (5) PG - I & II Year 25 Assignment (5) 75 100 Attendance (5) CIA test (15) M.Phil. 40 Assignment (5) 60 100 Seminar (10) CIA test (20) Attendance (5) Intra- and Inter-departmental activities: Intradepartmental competitions are conducted through Department Associations, which let the students acquire subject knowledge in a pleasing manner. Eminent personalities from respective disciplines are invited to deliver guest lectures. Seminars, Workshops and Conferences are conducted to widen the subject comprehension of students. Role of Faculty in BOS: The members of Board of Studies represent the suggestions of Institution during Curriculum framing process at affiliated university. Remedial Coaching for Student Remedial Coaching is provided for SC/ST students, weak students and students from disadvantaged sections for improving their subject knowledge. Library: Thiruvalluvar Digital Library is equipped with Inlibnet and other modern amenities. The multidisciplinary journals and magazines are available. The respective Department libraries have exclusive reference books and materials. The Book Bank provides textbooks and study materials for economically weak students, and helpful for Remedial coaching also Learner-oriented practices: Students' subject knowledge is enriched with the practice of two vocabulary per day from respective disciplines. Instant class tests are conducted after Remedial coaching classes. Readers Club focuses on reading and acquiring subject relevant information from newspaper and books. Assignment works are done by students either on given topic or on their own choice. Students conduct Seminar on topics already handled by the teacher. Peer group discussion is conducted among students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback from the students, parents, staff and other stakeholders are considered for the effective functioning of the Institution. IQAC functions with the objective of qualitative and quantitative enhancement of the college. The quality assurance strategies and best practices adopted by IQAC with innovation and transparency is the hallmark of the administration of the college, hence, obtaining feedback from all stakeholders is practised effectively. The feedbacks got from all the stakeholders such as Alumni, students, Parents, faculty and employers are scientifically analysed by IQAC in the Governing Body meeting and the required measures are taken. In Alumni Association meeting, alumni share about their success stories and give feedback for Institution's growth, and during the alumni visit, feedback on curriculum is obtained from them. IQAC analyses thus acquired feedback in Governing Council and hands over to the members who serve as Board of Studies of the affiliating university. The respective members represent the suggestions during the Curriculum framing phenomenon, thereby, resolving the grievances to frame the curriculum effectively. Particularly, the members of Board of Studies communicate the valid feedbacks to the university that enables for better curriculum framing. Based on the feedback from the students, alumni, faculty and parents, the objectives are reframed for each programme and respective papers. Such reframed objectives are displayed in the college website, thus communicated to teachers and students. Feedbacks on teaching and relevant entities are obtained from parents during the parent -teacher meeting. Besides,

Feedback session after evaluation is in practice to triumph over the learner's weakness and consume their strength for academic achievement. The institute follows various modes of Examinations and thereby the Evaluations to monitor the students' performance regularly. Hence, the institute conducts regular unit tests in classes, Internal Assessment tests, Model exams are conducted for each semester - i) after completing each unit within the stipulated time, an informal test is conducted in the classroom itself by the respective subject teacher, and an immediate valuation also done then and there. This method is taken as an instant feedback that enables the subject teacher to know about the understanding level of students. If it is necessitated, either the teacher handles the completed unit again or the teacher concentrates on the weak students for their better understanding. Thus, the institution follows effective measures to obtain feedbacks from all stakeholders, and the IQAC analyses thoroughly about the feedbacks in Governing Council meeting, consequently, actions are taken so as to enhance the development of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	464	51	53	14	14

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
67	67	9	9	0	10
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The Institution has a well-structured Mentor-mentee system that enables to refine the behaviour of students in almost all the aspects of life. The Mentoring system followed in the name of 'Ward System' in which each teacher is assigned with a small group of students, who are the 'Wards'. The mentor meets the respective wards once in a month. In Ward system, the mentor performs the functions such as Monitor, counsel, guide and motivate the students in all academic and non-academic matters. The mentor counsels the ward if any academic irregularities or behavioural changes are found out, and maintains a clear record of all discussions with students.

The ward is motivated towards taking up the roles in extracurricular and professional activities to mould them to be a value added member of the society. The Ward system bridges the relation between students and management and resolves the issues that are faced by the students with the help of management. For instance, when a student does not pay her college fee within stipulated time, the mentor discusses with the student personally and finds out whether the particular student is economically poor. The issue is taken to the knowledge of management by the respective mentor and the student's issue is considered to certain extent. Thus, time extension for payment and reasonable extent of fee concession is provided for the student. During meetings, the mentor discusses on the topics regarding morale, hygienic aspects, self-employment and other personality Development topics. Any problem pertaining to students is discussed and remedy is taken. Good relationship is built between staff and students through Ward system. Most of the students feel comfortable with the mentor to let out their issues. To practice the Ward system effectively, the Staff members have been given a training on psychological counselling at MS Chellamuthu Trust Research Centre, Madurai.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1376	67	1 : 21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

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

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	G.Nirmala Devi	Assistant Professor	Best Achiever Award from Lions Club, Cumbum
2018	N.Abinaya	Assistant Professor	Best Achiever Award from Lions Club, Cumbum
2018	N.Vijayalakshmi	Assistant Professor	Best Achiever Award from Lions Club, Cumbum
2018	M.Amruththa	Assistant Professor	Best Achiever Award from Lions Club, Cumbum
2018	M.Thavarani	Assistant Professor	Best Achiever Award from Lions Club, Cumbum
2018	S.Jayaprabha	Assistant Professor	Best Achiever Award from Lions Club, Cumbum

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of
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			semester-end/ year-end examination	results of semester-end/ year- end examination
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution conducts Internal Assessment tests, Model exams for each semester -i) Internal Assessment test for UG and PG is conducted for 30 marks with formal question paper in university pattern. The marks secured out of 30 is converted into out of 15. Such internal assessment tests are conducted for 3 times in each semester and the respective average marks are taken as the Internal Assessment marks of particular subject. Along with thus secured marks, out of 5 for Assignment and out of 5 for Attendance is given. For the M.Phil students, along with the exam marks out of 20, out of 5 is given as Attendance marks, out of 5 is given as Assignment marks, and out of 10 is given as Seminar marks, which is totally out of 40 is given as internal marks ii) At the end of each semester, a model exam is conducted to approach the external semester exam conveniently. All the CIAs and model exam are conducted in same single answer booklet for each paper. Such following is much helpful for the students to benchmark their previous and next performances, and the teachers too can easily analyse the learning outcomes of the students. Result analysis is displayed within a week from the last date of examination Display of examination timetable in college website.

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

College prepares academic calendar for two semesters of 180 days duration. Teaching, learning and evaluation schedules are planned and organized through the following mechanisms such as Planning of test dates at the starting of each semester ,Declaring of test dates in the college calendar and Informal, teacher-made classroom tests are given after the completion of each unit. The Academic Calendar includes with the details of Academic activities of the year are provided to the students during the commencement of each academic year which outlines the commencement of classes, examination schedule, publication of results, list of holidays, cultural festivals etc. Since the holidays and the list of college festival days are well defined in the college calendar, the teachers of respective subjects plan accordingly to complete the syllabus decided for each Internal Assessment. This practice enables the teachers to let the students be clear in the completed syllabus and helps the students to prepare themselves for the tests. All details regarding the Internal Assessment Examinations for whole semester is available in the academic calendar which is displayed on the notice board and on college website right from the beginning of every semester thus, the Academic calendar includes all circulars and activities such as schedule of Internal exams and end semester External exams, parent-teacher meeting etc., Theory and Practical Sessions, Test schedule, Prelim examinations schedule, Guest lecturers, Workshop, Seminars, Conferences, Interdisciplinary activities, Departmental Association activities, Industrial visits , Sport week, SAC Fiesta cultural week, etc., are also provided in the Academic Calendar.

2.6 – Student Performance and Learning Outcomes

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

<http://sacwc.in/Naac/index.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

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

<https://drive.google.com/open?id=1j7Et9zqshhSbbfwjulaTEvqco-IdZIpJ>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	180	Management	0.31	0.31
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
State Level Workshop on IPR	Physics, Maths, CS and IT	10/08/2018
National Level Workshop on Innovation Techniques in IPR	Biochemistry, Biotechnology and Nutrition	25/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
SAC Incubation Center	Health Mix	Department of Nutrition FSM and D	Women Health Mix	Women Empowerment	27/03/2019
SAC Incubation Center	Organic Shampoo	Department of Chemistry	Shampoo	Women Empowerment	27/03/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0000	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Science	1	6
International	Tamil	2	0
International	Nutrition FSM and D	2	5.75
International	English	1	0
International	Biochemistry	1	6.49
International	Commerce	1	5.7
International	BBA	1	5.7

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

Department	Number of Publication
English	2
Physics	4

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Evaluation of Marine Algae Kappaphycus alvarezii as a Source of Natural Preservative ingredient	Dr.G.Renuga	International Journal of Pharmaceutical Science Research	2018	4	Ultra College of Pharmacy, Department of Pharmaceutical Biotechnology, Madurai	4
An Enhanced Ant colony based approach	M.Uma Devi	Elsevier- Procedia Computer science	2018	9	Government Arts College, Coimbatore	8

to
optimise
the usage
of
critical
node in
wireless
sensor
networks

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	15	7	20	0
Presented papers	7	4	0	0
Resource persons	0	0	1	0

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3.4 – Extension Activities

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

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

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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No Data Entered/Not Applicable !!!

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Faculty (English)	Management	5
Faculty Exchange	Faculty (Maths)	Management	5
Faculty Exchange	Faculty (Physics)	Management	5
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
7000000	6488974

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing

Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Lips / Net 5.0 Library Automation Software	Fully	Windows 2008	2017

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	88	61	1	0	0	6	11	50	10
Added	17	0	0	0	0	0	0	0	17
Total	105	61	1	0	0	6	11	50	27

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

125 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Computer, Tripod Stand, Head Phone, Speakers, Sound Proof wall and White Board	https://drive.google.com/file/d/1TrZ4I7kd0HDTQqvG6RHicKNSDhpyLOxf/view?usp=sharing

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4000000	4323871	2000000	2108443

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

The laboratories are equipped according to the respective curriculum. Laboratory Stock is strictly maintained and verified annually. The damaged equipments are repaired or discarded, and new items are procured, if it is necessary. First aid kit is available in all the laboratories. Fire extinguishers are fixed wherever required. The Physics Lab is enabled with shock-proof facility. The Electrical points and connections are checked and replaced regularly. Lab precautions are explained to students, and the Lab technicians are trained in disaster management. The computer labs are air-conditioned and supported with UPS. The Digital Library is ensured with Inflibnet and automated with ERP software. Provision of facilities such as Printing, Scanning and Photocopy are available. Old and torn books are either maintained with proper binding or disposed. Library building is ensured with Building stability certificate and Fire certificate. The library has a fire extinguisher. The staff and students have been trained to use it. Physical Education faculty monitors all sports activities in the open Playground and the indoor stadium. Playground is neatly maintained with regular weeding and surfacing. Students are permitted to play during their games hours. The Sports Students can utilize the playground apart from College hours, and special practice for full day during competitions. The damaged equipments are replaced with new ones, and stock list is maintained properly with annual verification. The classrooms are maintained neat and tidy. The usage of teaching aids is monitored by the respective departments. Furniture is checked and repaired after the annual stock verification. In the Hostel accommodation is provided with quality food from Modular kitchen, RO purified drinking water, 24x7 availability of water, Recreation provisions and other amenities. The hostel securities ensure 24 hours safety. It has Food Safety and Standards Certificate issued by Tamil Nadu Food Safety and Drug Administration Department (Food Safety Wing). The waste water is directed to the kitchen garden. The Dining halls are maintained neat and clean. The Utensils are cleaned thoroughly in the running tap water. Doctor visits the hostel students at every weekend and will be available at any time during emergency. The remaining food in the hostel is fed to the Geese reared up inside the campus. The other common areas are maintained neatly with annual white-wash. Audio-visual aids at Auditorium and Seminar Hall are maintained with regular service. There are dustbins -Red for inorganic waste, Green for organic waste and Blue colour for e-waste. Organic wastes are used for Vermicompost. The Water tanks are cleaned regularly to ensure hygiene. There are 2 EB connections and a Generator system. There is a full-time electrician to attend the faults and repairs. The toilets are maintained with regular cleaning. There is Intercom facility to connect all places in the campus. The Compound wall measures about the length of 2026.6 ft and the height of 10 ft. The buses are maintained well with regular FC, the drivers and conductors are instructed to follow road safety measures.

<http://sacwc.in/index.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sports Free Admission, Free Admission, Fee Concession	57	2053530
Financial Support from Other Sources			
a) National	Residential and Merit Scholarship	215	1605625
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	06/07/2018	1238	M.S.Chellamuthu Trust Research Foundation, Anna Nagar, Madurai.
Yoga	03/07/2018	264	Arivu Thirukovil Education Center , Cumbum.
Bridge Course	25/06/2018	381	Department of English, Sri Adi Chunchanagiri Women's College , Cumbum
Language Lab	02/07/2018	1238	Department of English, Sri Adi Chunchanagiri Women's College , Cumbum
Remedial Coaching	23/07/2018	1238	Sri Adi Chunchanagiri Women's College, Cumbum
Soft skill development	13/03/2019	100	Sri Adi Chunchanagiri Women's College, Cumbum Sri Adi Chunchanagiri Women's College, Cumbum
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive	Number of benefited students by career	Number of students who have passed in the comp. exam	Number of students placed
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		examination	counseling activities		
2018	Motivational Programme to Create Awareness about Job	0	450	0	0
2018	Guidance for SET/ NET Exam preparation for Live Science Students	25	0	0	0
2019	Guidance for TRB Exam preparation	20	0	0	0
2019	Awareness Programme On Placement Cell	0	445	0	32
2019	Awareness Program That How To Face Interviews	0	99	0	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
TVS Training Services Limited, 86 E/2, Second Main Road, Ambattur Industrial Estate, Land Mark: Opposite to Prince IT park, Chenna	99	13	Five	45	19

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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No Data Entered/Not Applicable !!![View File](#)

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

Items	Number of students selected/ qualifying
NET	0

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

Activity	Level	Number of Participants
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No Data Entered/Not Applicable !!![View File](#)**5.3 – Student Participation and Activities**

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	JNANA - VIJNANA TA NTRAJNANA MELA 2019	National	0	1	174103ER 023,18103E R014	M.Sanofar Nizar, K.K alaivani

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is an active Student Council, which is commonly known as College Union in our institution. Selection of union members are done in two phases. In first phase the candidates are nominated from each department. Next process is to select the union members by interview in the presence of Principal and head of the departments. The union members consist of one chairman, two secretaries and two joint secretaries. Union investiture ceremony is conducted at the beginning of academic year. All the functions are organized by the student union and scheduling of programs, master of ceremony are done by them. Assembly on every Monday and Friday are arranged by the union. Discipline and silence also maintained by the union in all programmes. Students give suggestions and ask their needs to the union members who communicate it to the Principal and make the necessary arrangements. Student Union is committed to the values of Mutual respect, Cooperation and communication, Creativity and innovation, Community service and leadership, Academic and intellectual freedom. Our College will promote involvement and leadership opportunities for students within the division by encouraging student participation in departmental programs, facilities, and/ or services for teaching and training. Student union addresses

issues of diversity and maintain an atmosphere where all individuals and groups feel comfortable and empowered.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Our College has an Alumni Association named SACYUGA which is registered on 06.05.2019. In this academic year the alumni meet was conducted on 23.12.2018. Notable alumni were invited to share their college experience and how to progress the institution academically and professionally. In Alumni Association meeting, alumni shared about their success stories and gave feedback for Institution's growth. Alumni visited their respective departments, and interacted with their juniors. They shared their carrier experience, job opportunities and gave some ideas to progress their future. The Alumni who are employed in various companies had given good suggestions for the final year students. And the alumni who are as successful micro/small level entrepreneurs have promised their juniors for recruitment. The interaction between alumni and the present students had paved a way for taking the successful alumni as role models to let themselves to be the same. Our alumni settled in neighbourhood villages help the NSS, RRC and YRC units to carry out extension activities and monitor the follow up activities. For this academic year, the final year students of all departments have made their contributions such as printers, wall clock, and wooden bureau. Thus, the alumni do ever contribute for the enhancement of various aspects of the college through non-financial aids.

5.4.2 – No. of enrolled Alumni:

469

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

On 23rd December 2018 our college organized Alumni Meet. Around 133 students were attended the meet.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The process of decentralization is evident in every sphere of the Institution in deciding and implementing the student-centric programmes and activities. Thus, the Institution follows two practices of decentralization and participative management. I. INTERNAL ACADEMIC ADMINISTRATIVE AUDIT Internal Academic Administrative Audit (IAAA) was done by IQAC during the academic year 2018-19 for smooth and uniform conduct of academic and administrative functions of the college. Before the Internal Academic Administrative Audit was conducted, a meeting was held by the IQAC along with the Principal and the Management. In the meeting, the discussion was carried out about the various events, activities and other processes to be executed for the academic year 2018-2019. Then the IQAC Coordinator conducted a meeting with the Heads of all Departments, Office Superintendent and other Service Forum in-charges where the Coordinator disseminated respective information and instructions to them. Based on the discussions of the meeting, each Head of respective department assigned duties to the respective staff members to get ready for Internal Academic Audit and the Office Superintendent assigned respective duties to all administrative

staff to get ready for Internal Administrative Audit. After the decentralisation of work was over, the IQAC of the Institution announced a date for Internal Academic Audit of all departments, Internal Administrative Audit for office and other Service Forums. On the particular date, the internal IQAC members audited the files and register, Academic accounts, Administrative accounts and other Service Forum accounts of the Institution. Based on the auditing, the respective reports were submitted by the internal IQAC members. The individual department reports and administrative report were consolidated into single report of the Institution. The conduct of Internal Academic Administrative Audit of the Institution enables to follow uniformity throughout the Institution, even though each department follows various events, activities and processes. The entire process of Internal Academic Administrative Audit manages the stakeholders of all levels of decentralisation to take part in the process which is considered as the best part of the Internal Academic Administrative Audit.

II. IMPLEMENTATIONS AND EXECUTIONS BY GOVERNING COUNCIL

In general, the primary function of the Governing Council of our Institution is to endorse the implementations of the respective Academic year and to allocate budget for the same. For this Academic year, the implementations such as DTP Center, Feeding Center, extension of Commerce Lab and Printers were planned for the enhancement of infrastructure and academic plans such as token of encouragement for faculty publication/conference/seminar and books for Digital and Department Libraries. The respective budget was prepared and authorised by the Governing Council members. As per the Governing Council discussions, the listed out plans were entirely executed during the academic year.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Students are admitted as per the norms of Tamil Nadu Government and Mother Teresa Women's University' 50 of the students are admitted under the management quota and 50 of the students are admitted under government quota. The college has implemented translucent and novel admission procedure. Admissions Committee short lists the candidates and conduct personal interview. The successful candidates are issued provisional admission letters. After all the Admission formalities are completed the students are intimated personally about their joining date.
Industry Interaction / Collaboration	Experts from industrial sectors are invited to provide practical knowhow in the industrial environment and to enhance the employability skills of the students. 13 MOU's are signed with industrial enterprises to provide technical knowledge to students As a part of exposure visit, field visits and industrial visits are organised for

	the students.
Human Resource Management	<p>Well defined recruitment policy and optimum use of staff is followed by the management As a part of HRM about 26 teaching staff members were given a chance to participate and present papers in various State, National and International seminars, conferences etc with on duty leave.50 reimbursement is provided by the management to the faculty for publications in UGC recognised journals and Paper Presentations in International / National Conferences and Seminars. Organised seven FDP programme to facilitate up-gradation of knowledge, skill and intends to provide opportunities for induction training to staff of all disciplines and three training programme was arranged for non-teaching staff to gain new knowledge on updated technologies.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Orientation is given to all students to operate digital library. Every day nearly 350 students are visiting digital library. Few more number of LCD Projectors is installed for the effective classroom teaching, Laboratories and Library are updated and automation was introduced to enrol the students and staff academics. Additionally 930 books were deposited in the library.</p>
Research and Development	<p>There is a Research Committee to promote research aptitude among the staff and students. The activities of the Committee is to suggests faculties to register for M. Phil and Ph. D, encourage students to undertake students research projects, motivate each department to undertake research project, motivate the faculty members to publish articles in National and International Journals, encourage the faculty members to avail on duty for pursuing their research activities, suggest management to provide financial support to the staff for research purposes and suggest to motivate the research scholars with financial awards. As a result 1 staff completed Ph.D and 6 staff members registered Ph.D. 16 staff members published their research papers in National and International Journals.</p>
Examination and Evaluation	Since the institute is affiliated to

MTWU, the institution follows the examination and evaluation patterns according to the norms prescribed by the University. Hence, the college has the following pattern of examination and evaluation. To evaluate the quality of the students three internal examination per semester with one model examination and practical's are conducted. Many class tests, assignment, seminars are given to the students. Students are also assigned to do project in their relevant subject and automation was introduced to register the marks of the students.

Teaching and Learning

Faculty members in the college are highly qualified and dedicated. Healthy interaction exists between students and faculty which goes beyond the classrooms. Regular feedbacks are received from students to improve teaching and learning methods. More number of quiz programme, debates and discussions are organised in the classrooms. Library was digitalised and enrich with more number of books and journals.

Curriculum Development

Each department organises its association activities like seminar, conference and workshops to enhance the curricular aspects of the students. 21 guest lectures / seminars, 1 conferences, 6 workshops were demeanour. Remedial coaching is given to the weaker students during and after the working hours of the college. Students having personal or academic problems are provided personal counselling to solve their problems. To enrich the professional skills of the student's number of personality development programme were organised. Bridge course is conduct for the fresher's at the beginning of every year. To increase the interest of the students in learning ICT teaching method is followed by the staff.

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

E-governance area	Details
Planning and Development	IMPRES ERP Dolphin Software for IQAC activities and Library Automation.
Administration	IMPRES ERP Dolphin Software for Management Information System, Biometry for staff, CCTV, E-mail to Statutory Bodies, Online submission of students

	scholarship, Online submission of data to statutory body, Computerization of accounts, NIRF participation, AQAR Submission, NAAC SSR submission and Staff Profile.
Finance and Accounts	ESI Software for Salary payment, Student Scholarship and Students Fees Payment
Student Admission and Support	IMPRES ERP Dolphin Software for Admission Particulars, Scholarship Application, INFLIBNET and Students Profile.
Examination	IMPRES ERP Dolphin Software for Students Nominal Roll, Summation of University Question Paper, Internal Question Papers and Internal and External Marks.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

48

67

14

46

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Providing financial support for attending Seminars / Workshops encouragement to pursue research. Grant of PF facilities and festival advances. Provision of various leave facilities like, Casual Leave, Medical Leave, Marriage Leave, Maternity Leave. Cash incentives for paper presentation.	Grant of PF facilities and festival advances. Provision of various leave facilities like, Casual Leave, Medical Leave, Marriage Leave, Maternity Leave.	Endowments, Free admission, food and accommodation for Meritorious sports students, Merit Scholarship.

6.4 – Financial Management and Resource Mobilization

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

The college is a self- financing institution, and hence it prepares its budgets by itself and executes judicious plannings. The financial transaction of the organization is placed for auditing to ensure proper utilization of the fund. Every year the external auditing is carried out by the auditors of Maha Samastana Mutt, Bangalore. The last audit was completed on 9 October 2019 and there was no audit objection. The internal audit is done by the Management periodically. However, NSS and RRC accounts audit was done by Mother Teresa Women's University, Kodaikanal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
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6.4.3 – Total corpus fund generated

4640

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	No	Yes	Management
Administrative	Yes	No	Yes	Management

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

Number of Parents attending Parent-Teacher meeting and providing suggestions has increased during the year. Number of Admission has increased during the year with the recommendation of the parents. With the support of parents, it has been planned to introduce B.A. Tamil as a new course.

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

Training on Effective System Usage. Training on General Maintenance and Overall Operation of the Equipments in respective department labs. Training on Operation of DTP Center.

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

As a means of post accreditation initiatives, the following activities have been planned. • Plan for appointing an expert trainer exclusive for Communicative English. • It has been strategized to appoint NET/SET and PhD qualified faculty in forthcoming years. • Alumni Association registration has been planned.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	FDP on Networking	06/07/2018	06/07/2018	06/07/2018	14
2018	FDP on Mental Health for Success	19/06/2018	18/06/2018	18/06/2018	58
2018	Training on Effective system usage	07/07/2018	07/07/2018	07/07/2018	10
2018	Orientation Programme for newly recruited faculty members	17/07/2018	17/07/2018	18/07/2018	8
2018	FDP on Stress Management	25/08/2018	25/08/2018	25/08/2018	60
2018	FDP on E-Content Development	01/12/2018	01/12/2018	01/12/2018	51
2018	Training on general maintenance and overall operation of the equipments in the respective department	15/12/2018	15/12/2018	15/12/2018	10

	labs				
2019	FDP on Team Building	06/03/2019	06/03/2019	06/03/2019	64
2019	Orientation on AQAR preparation	29/03/2019	29/03/2019	29/03/2019	50
2019	Training on Operation of DTP Center	29/03/2019	29/03/2019	29/03/2019	10
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Yoga	19/06/2018	19/06/2018	200	0
Swachh Bharath summer Internship	04/07/2018	04/07/2018	200	0
World Population Day	11/07/2018	11/07/2018	200	0
Awareness Programme For Blood Donation Camp	16/07/2018	16/07/2018	1377	0
Kamarajar Birthday Celebration	16/07/2018	25/07/2018	1377	0
Free Eye checkup camp	25/07/2018	25/07/2018	1377	0
Awareness on Swachhta Pakwada	06/08/2018	08/08/2018	200	0
Swachhta Pakhwada Cleaning	11/08/2018	13/08/2018	200	0
Swachhta Pakhwada Rally	14/08/2018	14/08/2018	150	0
Nutrition Week	05/09/2018	05/09/2018	200	0
Handwashing day Celebration	15/10/2018	15/10/2018	1377	0
Nilavembu	30/10/2018	30/10/2018	1377	0

Kashayam Distribution				
Children safety and security and Awareness on uses and Defects of Social Networks	04/01/2019	04/01/2019	1377	0
Deworming Tablets Issued	08/02/2019	08/02/2019	1200	0

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

Percentage of power requirement of the University met by the renewable energy sources
National pollution control-awareness on pollution. International energy day celebration-conservation of energy, innovative ideas in generating new energy- 10 percentage

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	1
Rest Rooms	Yes	4
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct	03/08/2018	Code of conduct is present for all stakeholders. The staff should be in time to college by 9.15.and five minutes relaxation is given. If they come after

9.20, they have to sign in late register. Three late are allowed after which it will be considered as permission. Two permission are allowed per month. After which it will be considered half day C.L. for calculating this college is equipped with Biometric. Students should have 75 percentage of attendance to appear for University Exam. The student's attendance details are recorded in ERP.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	15/08/2018	15/08/2018	1377
Human Rights Day Celebration	10/12/2018	10/12/2018	1377
Awareness about Child Protection and Care	04/01/2019	04/01/2019	1377
World Youth day	12/01/2019	12/01/2019	1377
National Voters Day Celebration	22/01/2019	25/01/2019	1377
Republic Day Celebration	26/01/2019	26/01/2019	1377
National Integration Camp	28/01/2019	03/02/2019	1377

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

Planting trees, Rain water harvesting, Maintenance of herbal garden , kitchen garden and Organic farming

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices. Describe at least two institutional best practices ICT in Teaching-Learning process Goal: The Institution ever focuses on the provision of advanced teaching and learning methods to our students eventhough located in rural region which is backward in its technological advancements. Hence, the Institution effectively follows ICT methods in teaching and learning so as to equip the students to compete with urban college students in their technological advancements. Context: The Institution though already having this practice, as a means of post-accreditation measure, the college has extended it further. The extended practice is followed by various strategies such as Unit-wise e-content

preparation by all faculty members, awareness and practice given to students on Infilibnet usage, N-list membership and its effective usage is made compulsory for students and faculty. However, all these ICT methods of teaching-learning process regularly goes on along with the traditional chalk and talk method, thus the gap created by the ICT methods is fulfilled by this traditional method. Practice: It is a well-known fact that the Audio-Visual observation is much effective than the oral listening. Hence, to get rid of the monotonous learning of students from oral listening, the Institution practices various ICT methods in teaching-learning process. PPT is compulsory for Seminar taken by students, since seminar is a part of their internal marks Assignment submitted by students through e-mail to respective subject in-charge which is reviewed in MS-Word and sent back to students Awareness and practice given to students for e-book learning and reference along with hard copies Students are encouraged to use e-contents if they are either absent to the classes or to refer again the already handled classes Students are encouraged to use Digital library and Infilibnet during their library hours it is instructed to login N-List regularly to refer e-journals and e-magazines Teachers handling classes effectively with the assistance of e-contents such as PPT, playing movies and audios, etc. To improve students' Communicative English, Language Lab classes are conducted along with teacher conversation practice Evidence of Success: The students' extent of reference has increased with the practice of ICT mode of teaching-learning process The students' need for extended reference and knowledge acquisition is satisfied with the use of Digital Library and Infilibnet Classroom teaching-learning process has become so lively with the use of Audio-Visual mode which helps them to imbibe the curriculum effectively With the use of Language Lab, the student's Communicative English has improved, which enables them to compete with the fluency of the urban college students Problems Encountered: The college is located in remote rural region where the students are from in and around villages. When they entered into the college, most of the students were computer illiterates. So, it was so difficult to get them accustom with the technological advancements of teaching and learning. Most of the students are from Tamil medium, and it was a great challenge to enable them to use Language Lab for conversational practice Being located in a rural area, occasionally the college encounters certain technical problems Department Extension Activities Goal:Our college inculcates social values and responsibilities to the faculty members and students by imparting extension activities to the neighbourhood villages for holistic development of the society. The college has NSS, YRC, RRC and other service forums, in which various programmes are organised. Apart from that every department also shows interest in contributing extension activities. Through extension activities, students learn collaboration, teamwork, leadership qualities and the importance of working together. Context: Our college is located in Theni district, which is an agricultural based area located in the foot hills of Western Ghats. The people in around of our college follow various agricultural practices. Steps are taken to create awareness on various aspects. Our college has adopted Murthinayakanpatty nearby village where every department has taken initiative to organise a program. English department takes the basic grammar to the rural students. BBA department has taken initiatives to take market survey. The department of biochemistry checks blood group and HB level to women and indicate their health status. Biotechnology department organised one day training on mushroom cultivation to women of that village. The department of CS and IT has arranged a digital awareness to nearby village. The department of physics had created awareness on renewable energy to farmers. The department of Mathematics taught Fun with Maths to nearby rural school students. Cash less transaction is promoted by commerce department. Rural adult women eating habits is followed by Nutrition FSM D department. This generation has been educated and moves to urban places for need of employment. The elders are left behind and they join the orphanages/old age homes. Some of mentally retarded students

also looked after in the homes. When the management went and visited the places during special occasions in their home they came to know the about the needs of elders and the feelings of loneliness. This made to visit the orphanages/homes routinely by all departments. Practice: The students of BBA go to that village for market survey on automobiles, kitchen accessories, beauty cosmetics etc., and they analyse the customer usage, satisfaction and product improvement details. Cashless transaction is the need of the hour, the department of commerce has taken initiatives to introduce cashless transaction to rural people. With the help of the mobiles door to door steps are taken to impart net banking, Google pay etc. The college have a mushroom unit, through which village women are given demonstration on production, Cultivation, Harvesting and maintenance. Students and staff of Biochemistry went and checked the blood group and HB level of women in the adopted village and the findings were reported. Adult women selected in adapted village and their eating habits are known first and nutritional knowledge is Imparted and advised to change the eating habits for their Health benefits. Today's world is digital world enclave with social media. All of us should know the pros and cons of usage. CS and IT staff and students collect the people in adopted village and communicated the merits and demerits of using social media. The physics department visit the field directly and made the farmer aware on the usage of renewable energy. The department of maths prepares models and make the rural students to learn maths with fun. The English department taught English grammar for the rural students of the adopted village. There are ten major departments in our college. Every month a department takes responsibility and visit a particular home or orphanage, prior to going they enquire about the requirements, no of beneficiary's age sex etc. they buy the requirements, students and staff visit the place. The students has donated dresses, play equipment, some of the departments donated food. They distribute the things bought, sit and chat with them, entertain them by dancing, playing singing etc. The small children, adults also show their talents. The management is magnanimous enough and they buy rice bags and donate every month Evidence of Success: The various department's extension program has created awareness on various platforms to the adopted village Murthinayakanpatty. The local people are made aware of available quality market products, cashless transaction, mushroom cultivation, blood grouping, healthy eating habits, fun with maths, renewable energy, safety use of social media and learning grammar with ease. The rural students, farmers and women are moving towards sustainable energy, and learning made simple. The women keeping in the benefits of healthy eating habits are preparing healthy diets and giving to their family and take care of their own health. Through all these activities we have empowered many women of the nearby village. The smile that is seen in their faces is the success of our visit. The elderly people are longing for love and affection. When students visit and spend quality time with them, their hearts are filled with love. The students become emotional and both of them share their feelings. Through extension and outreach programs, we sensitize the students to develop social values, widespread their responsibilities and knowledge in societal issues and problems by making them to involve with the community people. Through this, we establish a good relationship with orphanages and join hands with local community organization and serve the community. Students with profound interest attain the social values and responsibility. Above all, the students get hold of social justice, value, responsibility and sustainability. Problems Encountered: Extension methods help to communicate with farmers and rural people for adoption of innovations and ideas. But, there is 'no one size fits all extension method. A particular method maybe appropriate in one situation while the same might be inappropriate in other situation. The program planning is necessary for successful implementation and success. Analyse the present situation. Set objectives for the extension programme. Develop the programme by identifying what needs to be done to achieve the objectives, and then prepare a work plan.

Implement the programme by putting the work plan .Evaluate the programme and its achievements as a basis for planning future programmes. Although farmers already have knowledge about their environment and their farming system,

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://sacwc.in/Aboutus/Best-Practices.html>

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness The vision of our college "To impart quality education in all its dimension to the rural women folk in order to bring out their self- assertiveness and empowerment". Our college is located in a serene environment. The backbone of our area is agriculture. Most of the students admitted in our college are from agricultural family. All of them are traditional and still stick to rules that females should follow. After dusk most of the parents will not allow their children especially girls outside the house. So they suffer academically. Within the college hours only students are able to complete their work for that our management has provided a DTP (Desktop publishing) centre with technical assistant. DTP Centre which can give technical help to students in various project works like typing, printing and scanning. The books, journals and magazines which are in non-affordable price are taken photocopies and binded for the needy students. And it was utilized by the students and was retained for department reference also. Students can utilize morning time before bell, during break, during lunch hour and after college time to do their works in DTP centre. DTP facilities have ample opportunities of undertaking job work on the basis of printing and publishing. And it also facilitates with Spiral binding, project and book binding.

Provide the weblink of the institution

<http://sacwc.in/Aboutus/Distinctiveness.html>

8.Future Plans of Actions for Next Academic Year

Grants for Research Proposal: The Institution has planned to generate grants for Research Proposals in the forthcoming year. Yet the college has already submitted proposals to various Governmental and Non-governmental organisations, we haven't still secured any grants for our proposals. Hence, the college Research committee meticulously plans for effective proposals with social usability so as to acquire grants from any of the respective organisations. **Gandhian Thought course:** With the focus of inculcating Gandhian principles within the current generation, Sri Adi Chunchanagiri Women's College has planned to start Gandhian Thought Certificate/Diploma course during the next academic year. **Short term Online courses for students:** In the current scenario of education, it is important for the students to widen their global knowledge. Such global knowledge is possible while the students are proficient enough with their technical, digital knowledge. Thus, the Institution has planned for various Online courses respective to the disciplines for all students in the next academic year. **Library - new books, new journal subscriptions:** The Digital Library of the Institution yet already filled with sufficient number of books for all disciplines, as a means of enriching the repository of knowledge, the college has planned to increase the number of books and to subscribe for new journals. **Entrepreneurship Development Cell - Tailoring:** Since the vision of the Institution has been to empower the rural women, it ever does foster on various measures for the students to equip themselves for their self-survival independently. Hence, the Entrepreneurship Development Cell has planned for training in advanced techniques of Tailoring. **Extension Activities:** The Institution has planned for Department-oriented Extension activities for the

next academic year. Each department will take up the responsibility of educating the rural folk of neighbouring villages. For instance, the Department of Commerce educates the people with basic banking knowledge, and the Department of Nutrition educates the importance of feeding balanced nutritional diet to children for complete growth. FDP: The Institution has planned for Faculty Development Programmes to improve the staff potential according to the advanced techniques of present education. Students Counselling - MS Chellamuthu Trust: In order to cope up with the present societal difficulties and to get rid of the stress, the Institution has planned to organise Students Counselling programmes based on the MOU with the MS Chellamuthu Trust.