SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SHANMUGA INDUSTRIES ARTS AND SCIENCE COLLEGE

MANALURPET ROAD, TIRUVANNAMALAI TALUK TIRUVANNAMALAI
DISTRICT
606603
www.shanmugacollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Shanmuga Industries Arts and Science College (SIASC) is an affiliated College of Thiruvalluvar University. The institution's motto is "Study, Service, Sincerity," and the college seeks to live up to that philosophy on a daily basis. Shanmuga Industries Arts and Science College was founded by the Shanmuga Industries Educational Trust in the year 1997 as per G.O.MS. NO. 666, dated 19.09.1996, Education, Science and Technology (Z1) Department of Tamilnadu. It was started by the eminent legislator and philanthropist late Sri Murugaiyan Ex M.P along with his like mined partners of the Shanmuga Industries Group to provide Quality Higher Education to the people of the backward area, Tiruvannamalai and its surroundings. Initially started with 5 UG programmes – B.Sc., Bio-Chemistry, B.Sc Micro-Biology, B.E.S. at present called as B.Sc., Electronics Science, B.Com and B.Sc Computer Science along with 15 teachers and 150 students. Over the last 25 years, the number of UG, PG, M.Phil., and Ph.D. programmes has progressively increased, and there are now 194 faculty, 5361 students, 17 UG, 9 PG, 8 M.Phil., and 7 Ph.D. programmes. When the institution was formed, it was affiliated to University of Madras and with the establishment of Thiruvalluvar University in 2003- 2004, today it stands affiliated to Thiruvalluvar University, Vellore.

LOCATION

Shanmuga Industries Arts and Science College, Tiruvannamalai is geographically situated in Manalurpet Road, Tiruvananamalai, Tiruvannamalai District, Tamil Nadu (TN). The name Tiruvannamalai is very familiar for the God Annamalaiyar Temple and Full moon Girivalam. It is a big municipality and a main place of Tiruvannamalai District. It is approximately 85 kms from Vellore, 65 kms from Villupuram, 180 kms from Chennai and 220 kms from Bangalore.

MOTO

Study, Service, Sincerity.

Vision

To be a leading educational institution in the region with a multifaceted development-centric approach, as outlined in the college's trust deed, which stands firmly committed to providing "quality higher education to students from rural areas," with a focus on holistic growth of its stakeholders and a responsibility to societal betterment.

Mission

To empower students from diverse backgrounds by accelerating and optimizing effective teaching and learning via exceptional knowledge and the combination of theory and experimentation. With, equality, value, and quality education via dedication, concern, and care for the benefit of students and society, by utilizing every

single resource-physical, capital, and human in the most effective and economical manner to produce a perfect model of 'total educational development.'

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Shanmuga Industries Arts and Science College was awarded 2(f) recognition by the UGC on March 17, 2015, and permanent affiliation was also granted by Thiruvalluvar University on March 24, 2016. On June 7, 2016, the UGC awarded this Higher Education Institution (HEI) a 12(B). The many programmes given by the Higher Education institution assist rural youngsters not only in advancing in life but also in contributing to development of our nation. The HEI follows the norms and regulations of the Tamil Nadu government as well as the guidelines of Thiruvalluvar University, with whom it is affiliated. Due to the dedicated and determined care taken by the Management, this institution consistently performs well in University exams, regularly performing far above the University average in practically all UG, PG, and M.Phil programmes.

The academic infrastructure of the institution is excellent. In comparison to the permitted intake, the student enrolment rate is more than 95%. It is worth noting that Shanmuga Industries Arts and Science College has the most students among the Thiruvalluvar University affiliated institutions. Every year, a greater number of students from many courses get University Ranks. The alumni make significant contributions to the institution's growth and development. Students have easy access to More than 6000 e-journals, 1,64,300 e-books via https://nlist.inflibnet.ac.in, and 6,00,000 e-books are available in the National Digital Library. The teaching faculty are predominantly highly qualified, and many of them have been recognized by the parent university. They play an important role in sustaining the institution's motto. Despite the fact that there is a wide spread of privatisation and frequent changes in the policies of both the government of India and Tamilnadu, many self-financing institutions have sprung up all over Tamilnadu as a result, and yet Shanmuga Industries Arts and Science College continues to stand to serve the needs of the time and the youth of the area. The HEI is totally administered by a well-known Trust, Shanmuga Industries Educational Trust, and offers all facilities and infrastructure to meet the institution's needs and demand with so many UG, PG, M.Phil., and Ph.D. programmes. There are around 102 classrooms, 20 labs, and a large digital library. The total campus is situated on 10.74 acres of land, with a building space of 16637.61 square metres.

Institutional Weakness

Shanmuga Industries Arts and Science College, Tiruvannamalai is geographically situated in a rural area and most of the students hail from rural and agricultural backgrounds. When it comes to education, quite a number of students from rural areas face many challenges; they lack motivation, quality and focus. Especially, lack of communication skill in English is identified as one of the barriers posing a great challenge to the students from rural areas.

A large proportion of students at the college are first-generation learners, and although the college has made important measures, the institution can only go so far as the education and vision of the parents for their children are also major concerns. Being an institution in a rural area also presents significant placement issues. Despite receiving university rankings, leading IT/ITES, industries, hospitality sectors, and service organizations do not visit the institution as a consequence, since such organizations seem to recruit students primarily from cosmopolitan and metropolitan cities.

Institutional Opportunity

Students benefit from amenities such as transportation, a canteen (with separate areas for boys and girls), and purified drinking RO water, which is available in all of the buildings. The general library has a strong collection of approximately 15,500 books and 65 periodicals, as well as 413 computers, Inflibnet, and NDL, all of which are beneficial to the students. The institution gives scope for NSS, YRC, RRC, and ROTRACT Clubs to instil the sense of social responsibility. Our students and staff members participate in a variety of events, including blood donation camps, campus cleanliness, eye and dental check-ups, health check-up camps, and blood grouping programmes. The Placement Cell assists students in finding appropriate employment upon completion of their studies. The institution takes great care to preserve and develop its infrastructure. This institution is also at the forefront of encouraging a research mindset. Seminars, symposiums, and conferences are often held to encourage staff and students to get involved in research and to refresh their expertise. Participation, presentation, and publication of research papers inspire professionals and students to do more research. The Management is very keen and pays close attention to initiating Quality, sustaining Quality, and enhancing Quality in higher education through all possible means, as well as disseminating higher education at the lowest possible cost, to help students in Tiruvannamalai and surrounding areas to graduate with flying colours. The number of graduates and postgraduates graduating from the institution is growing year after year. It is a perfect illustration of how the Shanmuga Industries Educational Trust's goal in founding the college is justified.

Institutional Challenge

The delay in the approval of guide-ship and processing of research-related activities by the affiliating University has been a cause of grave concern as it discourages and brings down M.Phil. & Ph.D. enrollments. Due to the adverse influence of the media, mobile communications, internet, alcohol and drugs, there is a steady decline in the value system among today's youth and its vibrations are felt in the campus with ushering problems. Shanmuga Industries Arts and Science College as a co-education institution at all levels has presented yet another challenge of fostering healthy boy-girl relationship among students. Lack of awareness towards the importance of higher education among students and their parents is also of concern here. Students coming from rural areas lack proper communication skills and have a great challenge in placements. Majority of the students need financial assistance to continue their studies as they are from very poor backgrounds. Commercialization of education also threatens the service motto of the institution.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Shanmuga Industries Arts and Science College affiliated to Thiruvalluvar University, Vellore, follows the university's curriculum. The Choice Based Credit System pattern applies to all UG and PG programmes. Faculty adhere to the timetable for lesson plan preparation and take great care to finish the syllabus on time. Having well established infrastructure, the institution is strengthened with conventional chalk and talk approach coupled with ICT tools to teach the curriculum. Furthermore, students are motivated to attend industrial visits/ field study and lecturers in the form seminars, workshops and conferences.

In order to improve the curriculum, the faculty are part of the Board of Studies and the evaluation process. In terms of Syllabus Completion, Continuous Internal Assessment Exams and Evaluation, the college's academic calendar is in line with the direction of the university. It makes sure that there are 90 working days each semester. All students are encouraged to enroll in Add –on courses such as CMA/Tally concurrently with their regular curriculum. Several multi - dimensional and trans disciplinary topics have been introduced into the curriculum of Thiruvalluvar University via required courses, such as; Environmental Science, Soft Skills, Value Education, and Human Rights. An effective feedback system has been developed, and comprehensive input from students, faculty, alumni, and employers is gathered. Feedback is discussed with the respective faculty and department heads ensuring necessary measures to enrich academic excellence.

Teaching-learning and Evaluation

The college's goal is to provide a conducive environment for students to study and enhance their subject expertise. Many of the faculty members are qualified and experienced educators who assist the institution in meeting the requirements of students both on and off campus. Almost all of the faculty members have used ICT strategies to assist students better comprehend their courses. The mentoring method is followed and supervised in order to improve students in all possible manner.

Faculty attend frequent trainings on new teaching and learning approaches in order to develop excellence in teaching and, as a result, achieve the desired/expected learning outcomes. Many of the staff members have used unique teaching approaches that allow students to learn efficiently.

According to University guidelines, the college maintains a transparent system of internal review and evaluation. According to the University's timetable, the college holds three Internal Assessment Tests for theoretical and practical papers. The internal mark of a paper is determined as per the rules given by the University. For all programmes, the total marks of three CIA exams (50+50+100=200/10=20) and three assignments (10+10+10=30/6=5) are tallied for a maximum of 25 marks. The end-of-semester test is valued for 75 marks.

Students are permitted to see their valued Continuous Internal Assessment test answer scripts. Students' grades are submitted on a regular basis on the university's exam site. Every department at the institution keeps track of students' internal grades. Other documents, such as Project Reports, Practical Record Notes, University Result Copy, and Result Analysis, are carefully preserved.

Research, Innovations and Extension

The advancement of social and scientific knowledge has enabled the college to establish a Research and Development Cell to foster innovation and harmonize the institution's research activities across various disciplines, as well as research supervisors (M.Phil & Ph.D) in departments such as Tamil, English (M.Phil.,), Mathematics, Physics, Microbiology, Computer Science, Commerce, and Chemistry. Faculty members engage in active research and publish articles in peer-reviewed publications. In the last five years, 114 articles have been published in reputable journals, 101 books and chapters have been published in edited volumes, and papers have been presented at national and international conferences and seminars. Extension and outreach programmes are regularly conducted by the college every year: Eye Camps, Blood Donation Camp, Yoga Classes and Breast Feeding Awareness Programmes are some of the few programmes. The institution has a research committee to monitor and address issues pertaining to research. The management has approved the

amount requested by each department to modernize their labs. New equipment's for each laboratory have been purchased to carry out research. MOU's are signed with nationally and internationally renowned industries for pursuing collaborative work. Technical seminars allow faculty to acquire information that is useful for establishing doctoral committees and submitting project proposals to different funding organizations. On-duty leave is available for faculty to attend conferences & present papers. Thiruvalluvar University has recognized11 faculty members as Ph.D. Research Guides, and 25 students are working on their Ph.D.s under their direction. M.Phil. Scholars are also efficiently assisted by faculty members. Faculty members at the institution are motivated and encouraged to complete their Ph.D. The college subscribes to a number of journals, including Inflibnet, N-LIST (NDLI), NPTEL IIT Chennai (Local Chapter), and e-Journals, and funds are set aside to support research. Guest lectures, workshops, technical seminars, conferences, and training sessions are held on a regular basis to foster innovative ideas and establish a research orientation among students and faculty. Students also gain hands-on experience in their respective fields through industrial visits.

Infrastructure and Learning Resources

The campus of Shanmuga Industries Arts and Science College is divided into three blocks (Administrative block, MCA block, and New block). Each block is consists of three-story buildings with well-furnished educational facilities which promotes effective teaching and learning. The pleasant ambiance stimulates intellectual attentiveness and instils in students a strong desire to learn. The college also makes suitable accommodations for students with physical disabilities. There are around 102 classrooms equipped with efficient learning equipment. For student safety and security, the whole campus is monitored by 133 CCTV cameras. Practical knowledge is as significant as theoretical knowledge. On that basis, there are 18 labs equipped with cutting-edge technology. The institution features 8 air-conditioned computer laboratories with 413 computers, including 6 labs for undergrad students and 2 labs for post-graduation students. The college features one seminar hall and one auditorium with full audio visual, teaching assistance, and LCD projectors. There are also 33 computers for office and department usage. For all cultural activities, the institution features a large auditorium. Every year, the college organizes a variety of activities in the auditorium, including Fresher's Day, National Leader's Day, Sports Day, Seminars, Workshops, and Conferences. All Departments host numerous socio-cultural events. The college supplies its students with best sports equipment's along optimum facilities for sports students. There is a large, open field for various sports such as cricket, volley ball, hand ball, basket-ball, and so on. The library is an integral part of the college, with 15500 volumes, 65 journals, and E-learning platforms such as NPTEL, SWAYAM, INFLIBNET, and NDLI. The Library provides the ideal environment for infusing the spirit of education and the vigor of learning. The digital library network is critical for students' learning. All 413 computers in the collection have an Intel i3 dual core CPU.

Student Support and Progression

The college has always been a student-centric institution which is committed in providing the best infrastructural and academic facilities to all its students. Student mentoring and support has been a primary focus of the college and the residential nature of the college has made it a reality. The students are mentored from the time of admission up to the completion of their programme at various levels. Every class has a teacher assigned to counsel and mentor students. The Human Resource Desk in the Administrative Block provides necessary information for students on all aspects of campus life. The academic calendar and handbook facilitates information on the academic schedule and curriculum. All departments have associations under the auspices of which students can interact with eminent academicians. Students can make use of both the Central and departmental libraries for reference work, computer usage and internet services. The scholarship section

provides information on various financial support schemes. The Scholarship Cell caters to the welfare of SC/ST students, including dissemination of information about financial support, and conducting special classes for preparing students for NET, SLET, TNPSC, TALLY and CMA. The college also, has a career guidance cell which helps students to find employment along with other support services which include: Redressal of Student Grievances, Placement, Alumni Associations, and Canteen. Girl students can address their grievances to the concerned women mentors (which also addresses sexual harassment cases). The government reservation policies are followed to give support to the under privileged groups. Medical treatment is also provided in the nearby Government Medical College Hospital which is free for students. Insurance scheme has been introduced for the benefit of students and staff. The Physical Education Department provides the best gym facilities (fitness Centre) which is accessible for students, staff and faculties. Impressive courts and tracks provides avenues for sports and games. Students actively participate in extension activities like NSS, RRC and Youth Red Cross. Forums in the college are helpful to mould the personality of students.

Governance, Leadership and Management

The primary goal of the college is to deliver high-quality education with a focus on social concerns. The governing bodies delegate administrative and academic responsibility to the secretary and principal, respectively. The department head, conveners of different committees and cells, and staff representatives involved in higher decision-making bodies all play important roles in determining and implementing institutional plans. The colleges' strategic aim is to strengthen students' communication abilities via the training and development wing. The college is the best example of decentralized and democratic management leadership. The secretary's primary responsibility is to develop a strategy for attaining the institutions' objectives. The principal administers academic policies and monitors the functions of the academic and administrative personnel to ensure that all tasks are met. In the absence of the principle, the vice-principal assumes the duty. All department heads and faculty members guarantee that all courses are held on time and on schedule. Discipline committee, admission committee, placement cell, research wing, and scholarship committee are some of the committees that help students at the institution. The college has established a Grievance Redressal Cell to address faculty, staff, and student concerns and grievances. The college accepts a large number of qualified applicants for recruitment and selects the best quality personnel. It's worth mentioning that the college offers group insurance to all academics, staff, and students. Every year, the institution implements a common appraisal method for faculty and staff. The institution offers unique evaluations for HODs and committee coordinators. The accountant for the college maintains the internal audit, and the external audit is undertaken by an independent Chartered Accountant designated as a statutory auditor, who first evaluates the reports and remarks. IQAC has adopted best practices.1. The ISMS system; 2. The Feedback System. In recent years, the institution has achieved a high NIRF score and is currently an ISO2015 Certified Institution.

Institutional Values and Best Practices

The college adheres to a strong value system with an emphasis on ethics. The discipline and safe environment on the campus have led to the College becoming an institute of choice for youth in the area of Tiruvannamalai. Street plays, rallies, and camps by NSS student volunteers are carried out on a regular basis to raise awareness on women's safety and gender sensitivity. The Institution maintains a healthy environment and takes the necessary initiatives for the growth and development of its students. There are various committees in the institution to maintain the peace and harmony among the students. Every year, Women's Day is celebrated with great enthusiasm. For the safety and security purpose, the institution gives its utmost care on the students

as well as faculty. To maintain safety and security the institution has installed 133 CCTV cameras. Fire extinguishers are placed in every floor of each block. 869 shade trees placed on campus give a pleasant ambience. The Institution has facilities for alternate sources of energy and energy conservation measures such as Solar Energy, LED bulbs & power efficient equipment. Continuous efforts are undertaken to raise and sustain environmental awareness. Anti-plastic campaigns, reduce-reuse tactics for paper, E-waste, and solid waste management activities all contribute to the campus's eco-friendliness. The college also features rainwater collection plants, and as a consequence of the project, students on campus do not have a water shortage during the summer. Solar water heaters with a capacity of 500 liters per hour are offered in hostels. R.O. water is supplied for drinking, while waste water is utilized for gardening and cleaning. There are proper facilities for people with physical disabilities establishing disability friendly resources. Best practices of the college include; Enrichment of students Communication Skills and the Tutor - Mentor System. In terms of distinctiveness, the emphasis is on providing higher education to students from diverse background, therefore keeping to its vision and mission statement while also contributing to the country at large via such activities.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHANMUGA INDUSTRIES ARTS AND SCIENCE COLLEGE
Address	Manalurpet Road, Tiruvannamalai Taluk Tiruvannamalai District
City	TIRUVANNAMALAI
State	Tamil Nadu
Pin	606603
Website	www.shanmugacollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	K.ANANDA RAJ	04175-235295	9092860015	04175-237837	naac@shanmugacollege.edu.in
IQAC / CIQA coordinator	P.MURUGAN	04175-236654	9442808523	04175-237855	iqaccoordinator@shanmugacollege.edu.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	19-09-1996

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Tamil Nadu	Thiruvalluvar University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	17-03-2015	[View Document](#)
12B of UGC	07-06-2016	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	[View Document](#)	15-06-2020	12	

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Manalurpet Road, Tiruvannamalai Taluk Tiruvannamalai District	Rural	10.74	16637.61

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Mathematics	36	Higher Secondary	English	140	42
UG	BSc,Physics	36	Higher Secondary	English	100	51
UG	BSc,Microbiology	36	Higher Secondary	English	55	55
UG	BCom,Commerce	36	Higher Secondary	English	154	154
UG	BA,Tamil	36	Higher Secondary	English	77	77
UG	BSc,Chemistry	36	Higher Secondary	English	105	92
UG	BA,English	36	Higher Secondary	English	140	70
UG	BSc,Computer Science	36	Higher Secondary	English	220	220
UG	BCA,Computer Application	36	Higher Secondary	English	220	219
UG	BSc,Biochemistry	36	Higher Secondary	English	55	54
UG	BSc,Electronic Science	36	Higher Secondary	English	50	21
UG	BSc,Informa	36	Higher	English	55	55

	tion System Management		Secondary			
UG	BSc,Biotechnology	36	Higher Secondary	English	55	55
UG	BBA,Business Administration	36	Higher Secondary	English	147	147
UG	BSc,Software Computer Science	36	Higher Secondary	English	50	29
UG	BCom,Bcom Computer Applications	36	Higher Secondary	English	77	77
UG	BCom,Bcom Finance And Accounts	36	Higher Secondary	English	77	76
PG	MSc,Mathematics	24	Under Graduate	English	40	25
PG	MSc,Physics	24	Under Graduate	English	29	29
PG	MSc,Microbiology	24	Under Graduate	English	26	22
PG	MCom,Commerce	24	Under Graduate	English	40	26
PG	MA,Tamil	24	Under Graduate	English	40	6
PG	MSc,Chemistry	24	Under Graduate	English	26	26
PG	MA,English	24	Under Graduate	English	40	26
PG	MSc,Computer Science	24	Under Graduate	English	26	21
PG	MCA,Computer Application	24	Under Graduate	English	60	38
Doctoral (Ph.D)	PhD or DPhil,Mathematics	36	Post Graduate / M.Phil	English	4	2

Doctoral (Ph.D)	PhD or DPhil,Physics	36	Post Graduate / M.Phil	English	12	3
Doctoral (Ph.D)	PhD or DPhil,Microbiology	36	Post Graduate / M.Phil	English	12	2
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	Post Graduate / M.Phil	English	4	0
Doctoral (Ph.D)	PhD or DPhil,Tamil	36	Post Graduate / M.Phil	English	4	1
Doctoral (Ph.D)	PhD or DPhil,Chemistry	36	Post Graduate / M.Phil	English	4	0
Doctoral (Ph.D)	PhD or DPhil,Computer Science	36	Post Graduate / M.Phil	English	4	0
Pre Doctoral (M.Phil)	MPhil,Mathematics	12	Post Graduate	English	13	0
Pre Doctoral (M.Phil)	MPhil,Physics	12	Post Graduate	English	6	0
Pre Doctoral (M.Phil)	MPhil,Microbiology	12	Post Graduate	English	6	0
Pre Doctoral (M.Phil)	MPhil,Commerce	12	Post Graduate	English	12	1
Pre Doctoral (M.Phil)	MPhil,Tamil	12	Post Graduate	English	18	3
Pre Doctoral (M.Phil)	MPhil,Chemistry	12	Post Graduate	English	2	0
Pre Doctoral (M.Phil)	MPhil,English	12	Post Graduate	English	1	1
Pre Doctoral (M.Phil)	MPhil,Computer Science	12	Post Graduate	English	5	3

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				21				173
Recruited	0	0	0	0	17	4	0	21	116	57	0	173
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				125
Recruited	91	34	0	125
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	6	0	0	6
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	14	2	0	15	3	0	34
M.Phil.	0	0	0	3	2	0	91	48	0	144
PG	0	0	0	0	0	0	10	6	0	16
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	3416	0	0	0	3416
	Female	1508	1	0	0	1509
	Others	0	0	0	0	0
PG	Male	181	0	0	0	181
	Female	215	0	0	0	215
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	7	0	0	0	7
	Female	13	0	0	0	13
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	4	0	0	0	4
	Female	16	0	0	0	16
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	138	153	161	141
	Female	77	95	105	114
	Others	0	0	0	0
ST	Male	4	10	12	13
	Female	3	8	9	11
	Others	0	0	0	0
OBC	Male	1047	1007	1125	1126
	Female	429	523	629	773
	Others	0	0	0	0
General	Male	19	12	18	13
	Female	12	15	20	18
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1729	1823	2079	2209

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In both academic and co-curricular activities, the college has always strived towards a multidisciplinary outlook. The university develops the curriculum for affiliated colleges in accordance with UGC rules. All programmes are designed in such a way that students have the utmost amount of flexibility in selecting non-major optional courses that are unrelated to their particular subject. The curriculum is supplemented by practical learning, which fosters intellectual curiosity and a better understanding of the chosen topic. In order to stimulate interdisciplinary approaches, the college signed an MOU to run CMA and TALLY certificate courses. Human Rights and Value Education course

	helps students get a better knowledge and experience knowing principles and ethics in their daily lives. This prepares students to become responsible citizens. A course on environmental studies is included in the curriculum for all UG students to introduce them to environmental concerns and to make them more environmentally sensitive. The college also encourages students to enrol in NPTEL-Online courses in a variety of disciplines in order to gain information for critical thinking and creativity. In the coming years, students enrolled in research programmes will be encouraged to conduct interdisciplinary research that will aid in the discovery of answers to existing concerns and challenges.
2. Academic bank of credits (ABC):	A) The ABC is now a regulation that has been published in the gazette. Our university must consent to participate, and the UGC has informed vice chancellors of this. It is an online virtual place where students may store and accumulate the credits they earn while taking courses at our college. The ABC, as a student-centered effort, provides a learning-friendly strategy that may assure multidisciplinary education. B) The regulation offers four major promises: a) freedom and flexibility in the university degree granting system, b) standardization within the Indian higher education system, c) robust integration of the Indian higher education system and d) a move towards internationalization of Indian higher education. C) In such a situation, the degree granting mechanism and credit carrying system varies from state to state and also from university to university. Students who move from one part to another part of the country, due to any reason, face problems. The ABC would reduce such disparity among institutions through standardization of crediting system and promote uniformity in the degree-granting mechanism. D) Each department and the respective subject faculty are responsible to make the research activity connected to the paper being taught, and to ensure that it is student-engaging, meaningful and productive. a book review/ summary and/or presentation, an interview with a prominent individual, a paper presentation either at the intra or inter collegiate level, debate at the department level, seminars at the department level, case study, field project, writing, mini projects on software

	development, highlighting the key elements of a balance sheet and profit and loss account. For practical papers. Conducting a small survey using questionnaire method of data collection, Business Article writing/ Business Article reviews. E) Semester wise MOOC Course/ Institutional Add on Course/ Internship/ Community Engagement (Extension Activity) Plan Every semester, one add on course offered by the institution/ department is mandatory.
3. Skill development:	The college is planning to launch a few programmes to promote vocational education, which will be merged with existing programmes. The college provides a mandatory course in'soft-skills' to help students improve their soft skill understanding. The college strives to deliver value-based education in order to instil positivism in its students. In order to assure environmental education, sustainable development, human values, and life skills, the college also provides mandatory courses such as environmental science, value education, and human rights. To get a comprehensive education, college students must do internships, projects, and field studies in many sectors with an emphasis on modern global concerns. The college has signed an agreement with NSDC to assist talent mapping and certification in order to maintain a consistent platform throughout its stakeholders. The college promotes self-learning of its students by getting a Local Chapter for SWAYAM-NPTEL, and online learning as well as digital learning is offered to students via NDLI club activities. The institution's Training and Development Wing is a working organisation that works to increase skill development in relation to NEP 2020
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	According to NEP guidelines, Indian language and culture have been taught at the college. The college adopts the traditional technique of teaching the native language which is rich in culture and heritage. Our faculty facilitates students with lectures on various topics in a bilingual format for the benefit of students from diverse backgrounds. This strategy allows students to quickly grasp the curriculum more efficiently. Except for B.A. Tamil, all degree courses are offered bilingually. The college celebrates "Samathuva Pongal," which encourages students to follow the tradition of the land with native culture and customs. To commemorate the event, all

	students, faculty, and staff adhere to a traditional dress code which includes dhotis and sarees. During the festival, the students perform classical dance, drama, and other forms of entertainment. On February 21st, the institution observes World Mother Language Day and educates students about the value of the Tamil language. According to University requirements, the institution teaches Basic Tamil to students who did not study Tamil as a course in high school. The college honors the birthdays of Tamil Thatha Saminatha Iyer, Thiru. VI KA, Bharathiyar, Bharathidasan, and other notable Tamil poets by delivering special lectures and talks to students. In view of the same the d epartment of Tamil conducts a renowned debate and called THINGAL KARUTHARANGAM. The students further participate and demonstrate their talents in activities like as poetry, essays, and plays during this grand event.
5. Focus on Outcome based education (OBE):	Shanmuga Industries Arts and Science College has adopted Outcome Based Education (OBE) for all its programmes as per the curriculum and syllabus of Thiruvalluvar University, Vellore. Learning Outcomes have been suitably defined with programme outcomes (POs/PSOs) and course outcome (COs) as defined by the guidelines of the affiliated University. The examination system was reviewed and modified to measure the outcome of the student's skill development. So, that student contributes proactively to economic environment and social well-being of the nation. Various programmes has been conducted for improving learning programme likes seminar, special lecture (invited talk), workshop, conference, project based learning field work, internship, industrial visit, entrepreneurial skills. Our college has a partnership with NPTEL, IIT Kharagpur, and students take part in online courses and webinars via the NPTEL local chapter. NPTEL courses introduce its learner community (students and faculty members) to the most important research methodologies and procedures, as well as broaden their topic knowledge across a variety of fields. Outcomes are measured and strategic analytics are used to develop the academic quality action plan for advance implementation under NEP 2020.
6. Distance education/online education:	Online education has played a crucial role for past two years in our student's life due to the pandemic.

Learners in online education adapt to changes in the learning environment via Google Meet and other platforms in which online education has broken down geographical boundaries by allowing professionals and students from different parts of the world to engage. Learners are encouraged to communicate with professionals, which has opened the path for the adoption of both online and traditional education. As a result, this new education strategy encourages students to use a mixed learning approach. Learners' confidence was strengthened by online education, and they adapted to settings where they could mix both online and off-campus learning environments. During the Covid-19 pandemic, students at our college have access to online lecture notes, prior year question papers, and a question banks via the college web site 'Connect 4m.' The University examination was successfully completed in an electronic platform. Faculty members responded to online education by using tools like Zoom, G-Meet, Google Classroom, and G-Suite. Faculty utilized Whatsapp and other social media platforms to communicate with students and provide information. For all departments, the institution recommends blended learning, particularly flipped classrooms, as well as combining digital learning resources with more conventional classroom face-to-face instruction.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
408	408	408	408	408

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
26	26	26	26	26

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5361	5710	5986	6012	5599

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
763	751	793	856	831

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1855	1891	1949	1985	1698

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
194	201	200	199	190

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
194	201	200	199	190

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 18

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
417.93	865.96	676.83	701.82	708.65

4.3

Number of Computers

Response: 413

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Shanmuga Industries Arts and Science College is affiliated to Thiruvalluvar University, Vellore, Tamil Nadu. The curriculum is developed by the Board of Studies of the University that is connected with the affiliated institution. The curriculum at the affiliated university is updated on a regular basis in order to maximize the potential of its students. As a result, the institution rigorously follows the University curriculum. The Choice Based Credit System pattern applies to all UG and PG programs. Languages, core, ancillary, elective, professional English, practicals, projects, non-major electives and skill-based courses are all part of the curriculum for all undergraduates. Environmental studies, value education, soft-skills, and extension initiatives are also given prime focus. The PG program's curriculum includes core, electives, open electives, human rights, practicals, projects, field studies, and massive open online courses.

Planning

Before the start of each semester, the Principal of the institution appoints a time table committee to prepare the master timetable, class timetables, and specific faculty timetables. The class time-table is presented to students in their respective classrooms and the same is further posted on their notice boards. Faculty members at the institution work relentlessly to finish the curriculum in the time allocated while also sticking to the timeline for lesson plan creation.

Delivery

The college has good infrastructure along with well-equipped laboratories. Faculty members present the curriculum efficiently using the conventional chalk and talk technique of teaching. For efficient curriculum implementation, majority of faculty members employ ICT technologies; such LCD projectors, Google meet, Google classroom, and Zoom meet. The college has a practice of conducting group discussions, seminars, and quizzes to help students better comprehend concepts. Industrial trips are also held, which are exceedingly important for students to increase their comprehension ability in respect to their course. The institution administers Continuous Internal Assessment tests as per the affiliated University for each semester in order to access the progression of student's learning. Facilitating previous year question papers, which is one of the college's novel techniques, is among the most effective ways to increase a student's success in university examinations.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The academic calendar is prepared by a committee chaired by the college's principal. Government vacations, affiliated University calendars, tentative affiliated University examinations schedules, department activities, and college events are all given highest priority by the committee. Each semester, the committee ensures a minimum of 90 working days. The college calendar contains information such as the reopening day, last working day, holiday list, day order with number of working days, Continuous Internal Assessment examinations, question paper submission dates, Continuous Internal Assessment examinations dates, fees due dates, and so on.

Continuous Internal Evaluation

Continuous Internal Assessment methods assures compliance with the affiliated University policies and regulations. Such guidelines govern the allocation of Continuous Internal Assessment marks for each course. The CIA is divided into two parts, each of which includes three tests and three assignments. In line with the college schedule, the college administers centralized CIA exams for each course. Within a week of the CIA tests, the evaluated papers are distributed to students. The CIA marks are determined for all courses based on the students' performance in the said examinations and also based on their assignments.

Continuous Internal Assessment process ensures the adoption of affiliated University regulations. The distributions of Continuous Internal Assessment marks for each course are also followed by the University regulations. The CIA consists of two components like three tests and three assignments. The college conducted the centralized CIA examinations for each courses in accordance with the college calendar. After the CIA examinations, the valued papers are distributed to the students within a week. For all the courses, the CIA marks calculated based on the mark obtained by the students in three tests and three assignments. Prior to the start of the university examinations, students are informed of their CIA results, which are also displayed on the department's notice board. The same data is available in the ISMS software of the college. The results of students' Continuous Internal Assessments, as well as their attendance, are also posted on the affiliated University's website for further reference.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

4.Assessment /evaluation process of the affiliating University

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)

1.2 Academic Flexibility

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

Response: 100

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

Response: 26

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link for Additional information	[View Document](#)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 10

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

File Description	Document
List of Add on /Certificate programs	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)
Any additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 1.96

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	136	153	148	135

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Educating the society is the best way to improve our nation-building process while also enlightening the next generation. Education may be used to raise awareness, strengthen gender equality, and incorporate topics related to human values into the curriculum. Counseling strategies can be used to address the issues listed above. The college has a sufficient number of skilled faculty members to address such concerns posed in various academic and non-academic areas. Women faculty members' of the college work hard to address the concerns of female students, holding departmental review meetings and providing counselling for students with personal issues. Language departments collaborate on activities that enhance students' knowledge, awareness of human values, and comprehension of professional ethics, allowing them to make their own judgments in a variety of situations. The college encourages students to learn about the ideals of being an Indian citizen, as well as honesty, transparency, gender equality, and other pertinent topics that are necessary for them to live a meaningful life.

The importance of our environment and its eco-system has been emphasized for undergraduate students through a two-credit required course 'Environmental studies' in the first semester. The modules of the course are all concerned with the need, application, functions, and management of an eco-friendly and sustainable environment. This enables students to recognize and deal with a wide range of challenges with natural resource conservation and the knowledge necessary to maintain a pollution-free environment.

The importance and use of communication skills/people skills is taught to all undergraduate students in the

second semester through a two-credit course called 'Soft Skills.' This improves their academic skills, such as listening, speaking, reading and writing, all of which are necessary for a successful career. Human values are nurtured by offering a two-credit course on 'value education' in the second semester. This prepares students to reach their maximum potential and understand the true meaning of love and happiness in their daily lives. Appropriate exercises highlight the need of self-control and discipline. Students learn how to comprehend and conduct a successful family life through teachings on family responsibilities and lessons on native culture.

Human values and liberty are taught to postgraduate students as part of a required course on 'Human Rights.' As a result, such classes educate students on the definition and historical progression of human rights. It focuses on the Universal Declaration of Human Rights as well as the international implications of economic, social, and cultural rights. The course also covers international amnesty, regional trends, and international human rights in domestic tribunals. Furthermore, it discusses current human rights concerns like as Women's rights and Dalit rights. Lessons on fundamental rights in the Indian constitution, obligations, the directive principle of state policy, and the National Human Rights Commission help to establish and sensitize students on their rights and duties as a citizen of India.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.01

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
9	8	8	8	8

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 13.04

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 699

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Any additional information (Upload)	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**

4.Feedback collected

5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	[View Document]
URL for feedback report	[View Document]

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 86.38

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1729	1823	2079	2209	2175

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2211	2176	2297	2479	2408

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 99.9

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
759	751	793	856	831

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

Students are admitted in the first year of all degree courses in accordance with the University's and the Government's norms and regulations. During the orientation session following enrollment, students and their parents learn about the institution's history, rules and regulations, traditions to follow, and facilities available at the college such as the library, laboratory, transportation, hostel, placement cell, NSS, and sports.

Strategies adopted for slow learners

- Remedial classes are held to help slow learners, absentees, and students who participate in sports and other activities improve their academic performance. This activity aids disadvantaged students in improving their subject understanding.
- The use of a group study system is also promoted, with the assistance of bright students.
- Academic and personal counseling is given to slow learners by their respective tutor, mentor and HOD.
- Slow learners are given bilingual explanations and discussion outside class hours to help them understand better.
- Simple and conventional lecture notes/course materials are provided.
- Faculty members directly guide students and encourage them to communicate their issues. Slow learners are given extra time to accomplish activities such as reading, problem solving, and experiment analysis. They are also given more attention in order to enhance their academic performance. A good outcome was observed with the targeted group as they showed improvement in their academic performance and university examinations. The main goal of this programme was to make them knowledgeable and self-assured in order to face the tests, as well as to lower the dropout rate.

Strategies for the advanced learners

- Professional coaching classes – CMA Courses and Tally programs are conducted
- Coaching for ILM and FARAS is also available in Skill Development Programs such as Communicative English, Aptitude, and Placement.
- Advanced learners are encouraged to enroll in SWAYAM - MOOC Courses
- Additional learning and reference materials are also provided.
- Assignments and student seminars on current themes are provided to help students to enhance their skills effectively.
- Coaching classes for competitive examinations are available for Advanced Learners.
- Students are encouraged to attend and present papers in Seminars/Conferences/Workshops/Inter-Collegiate Competitions hosted by other colleges and universities.
- Students are encouraged to participate in departmental contests such as debate, group discussion,

problem solving, and quiz programmes.
- Students with special talents are encouraged to engage in extracurricular activities, exhibitions, and cultural competitions.
- The institution celebrates Graduation Day every year in order to motivate and recognize students on their academic achievements. On Graduation Day, students who received excellent grades in the university examination are awarded with medals.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

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

Response: 28:1

File Description	Document
Any additional information	[View Document](#)

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

Response:

Shanmuga Industries Arts and Science College provides an ideal platform for students to acquire the latest skills, information, attitude, and values in order to mould their conduct in a positive manner. All departments run unique programmes that encourage students' creative abilities while also providing a platform for them to hone their problem-solving skills and assure participatory learning. Students are also encouraged to compete at the intercollegiate, state, and national levels competitions. The college focuses on student-centered approaches of increasing students' lifetime learning skills. Faculty members work hard to make learning more participatory by implementing various student-centric strategies listed below.

Experiential learning:

Each department conducts add-on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students.

- Laboratory sessions are held based on experiments from the syllabus.
- Summer Internship - Students receive hands-on training while working in the firm.
- Add-on Courses on the innovative trends with NPTEL, Courses, and so on.
- Students create projects based on cutting-edge technology and present their prototypes during

technical fests.

- Industrial visits allow them to engage in experiential learning while visiting various organizations.
- Certification Courses (Value Added Courses) provided by industry specialists such as CMA, TALLY, and others enable them to advance towards their career goals.

Participative learning

In this form of learning, students engage in a variety of activities such as seminars, group discussions, paper presentations, projects, and skill-based add-on courses. Students are encouraged to participate in activities that allow them to put their specific technical or managerial abilities to work.

- Every year, each department hosts conferences, seminars, or workshops for students, in which students from different colleges participate and learn from one another.
- Regular Quizzes - Quizzes are arranged for intra or inter-college student involvement.
- Seminar and Conference - Students learn technical skills by presenting papers at varied seminars. Here, the goal is to expose them to fresh ideas and skills.
- Students participate and use e-Library resources along with online information to keep up to date on their course and curriculum knowledge and abilities.

Problem-solving methodologies

Students are encouraged to develop and practise problem-solving skills in their departments. The college does this by hosting expert seminars on a range of problem-solving themes. It encourages students to take MOOC courses and participate in a variety of inter-college and intra-college technical fests and competitions. There is additional emphasis on:

- Regular Problem-Solving Assignments
- Creation of mini-projects
- Deliberations/Debates and
- Participation in inter-college events

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

ICT is one of the foundations of economic growth that may help a country acquire a competitive edge. In an educational environment, ICT is widely employed. It has the potential to improve the quality of human life since it can be utilized as a learning and education platform. ICT is used by faculty, students, administrators, and everyone involved in the field of education. Faculty utilize ICT to make their teaching-learning process more efficient, effective, and engaging. A skilled faculty possesses a variety of abilities

and approaches for effective teaching. Here, the use of ICT in classroom teaching-learning is critical because it allows faculty and students to operate, store and retrieve information. This promotes autonomous and active learning, as well as self-responsibility for learning via methods such as distant learning, which inspires both faculty and students.

 ICT prepares instructors to use their abilities in the actual world of the classroom, while simultaneously preparing students for their future occupations and social lives. It replaces conventional teaching methods with new teaching methods and equips instructors to use them. ICT expertise is critical for teachers because it allows them to understand how to integrate technology into classroom instruction. ICT is very crucial in student evaluation.

ICT tools available for teaching and learning:

- Online classes are conducted via digital platforms like Zoom, Google Meet, Microsoft Teams, and Google Classrooms.
- PowerPoint presentations - Faculty are encouraged to make power-point presentations in their classroom instruction by using LCDs and projectors. They also have access to a digital library, internet search engines, and websites to help them prepare efficient presentations.
- Faculty utilize social media platforms such as WhatsApp and Facebook to communicate with students individually and collectively outside of the classroom in order to provide additional information and assistance.
- Online quiz - Using Google Forms, faculty create online quizzes for students.
- Video lectures are recorded and made available to students via Whatsapp and Facebook for long-term learning and future reference.
- LCD Projectors are widely used in classrooms to provide excellent instruction to students.
- Our faculty encourage students to also use the Internet for successful teaching and learning.

E-resources and techniques used for teaching and learning:

- The college library has access to N-LIST, which contains 6000 e-journals and 1,64,300 e-books available at https://nlist.inflibnet.ac.in/ and 6,00,000 e-books available at the National Digital Library.
- There are electronic resource packages accessible, such as NPTEL and Digital Library. Faculty members effectively use Audio Visual aids to illustrate concepts to students, utilising resources from the National Programme on Technology Enhanced Learning (NPTEL) to improve the learning experience.
- The server placed in the library provides faculty and students with access to a USB hard disc comprising of online lectures and video courses (offline) from NPTEL.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 28:1

2.3.3.1 Number of mentors

Response: 194

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 11.68

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
35	24	22	19	15

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 5.81

2.4.3.1 **Total experience of full-time teachers**

Response: 1127

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Students are briefed through department-wise orientation programmes by the Principal/Vice-Principal/HOD/Tutor about internal assessment, question paper patterns and university examinations. The university norms relating to course-wise examination pattern are communicated to the students through the college prospectus. University circulars in this regard are circulated to the faculty and administrative staff time to time and the same are also displayed on the notice boards for students.

Internal assessment examinations are conducted by the college on a regular basis to evaluate student performance in a fair and efficient manner. Students are permitted to view their respective valued answer scripts and the subject faculty clears any issues that may arise out of the evaluation. The findings of the students' performance are kept by the faculty every time the institution conducts an internal assessment exams in order to identify slow and advanced learners. Counseling is also given to encourage students to enhance their performance in the future.

Every semester, three Internal Assessment tests are given for (CIA I 50 + CIA II 50 + CIA III 100) marks each. Students must complete assignments on the subjects they are studying which consists of 5 marks. Internal Assessment marks are calculated as 20 marks plus 5 marks (for the assignment), for a total of 25 marks. The Internal Assessments test schedule is announced to students and staff at the start of each

semester via the institution's academic calendar, which is based on the university's academic calendar every academic year. The Internal Assessment exam schedule is posted on the bulletin board well in advance of the tests so that students may adequately prepare for their examinations.

For Science students, Internal Assessment for practical subjects is also conducted as per the norms fixed by the University. Unlike the theory papers, the Internal Assessment tests for practical subjects are conducted for 50 marks. For practical subjects, the faculty will evaluate the student's performance on a daily basis for each experiment, including promptness, course of action, result, viva, and record submission, and the marks earned will be noted against each experiment in the student's record/observation note.

Questions are framed in such a way that the students may be aware of the university question pattern for the semester examination. The Internal Assessment tests are conducted strictly in accord with the University pattern in terms of question papers, evaluation process, seating measures, schedule etc.

Special remedial tests are administered with the approval of the respective HOD and Principal for students who are on leave on the days of the internal tests due to medical reasons. This will assist students in aligning themselves with the evaluation stream and the requirements of the college.

The college maintains complete openness in the Internal Assessment. The criteria adhered to are those established by the university. Faculty members inform their students about the many workings of the Continuous Internal Assessment process at the start of each semester. Faculty members enter their students' Internal Assessment results into the ISMS platform, and students can check their results in their respective departments. Internal grades are sent by postal mail, and attendance information is supplied via SMS to parents whereby increasing transparency.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

Meaningful outcome plays a pivotal role in making of the teaching learning process. In this context, Continuous Internal Assessment (CIA) is critical. This Continuous Internal Assessment is a recurring process mandated by the University's Controller of Examinations, and the results are made available to students. After the CIA marks are recorded in the respective departments' CIA records as well as the college's ISMS software and the faculty in charge of the respective topics, they are audited yearly by members designated by the principal. Each CIA is interlinked with the students' attendance.

There is an examining committee at the college. The convener is a senior professor. In addition to the convener, members of the teaching and non-teaching staff deal with internal tests and end-of-semester exams. If a student is unable to write his/her internal tests due to serious health concerns or any other

legitimate reason, the test is administered for that student in accordance with the institution's and University's standards, provided a requisition is submitted with relevant documentation.

Latecomers are also permitted to write internal tests if the reason they provide exemplifies their sincerity. Malpractice in both internal and external examinations is strictly banned. If a student commits a malpractice and is caught, he or she may face strict penalties or be barred from taking additional exams, depending on the university's policies. The academic calendar is followed by both faculty and students in adherence to the polices of the college and guidelines of the university. Transparency in the examination process has become an inherent aspect of the system as a result of the reform in the examination process, both pre-examination and post-examination. For example, the revaluation procedure is divided into two stages: Part A allows the student to acquire a photocopy of his/her answer scripts, and Part B allows the student to pay for revaluation if the student believes their answer scripts is worth more marks than what was previously awarded. This transparency has improved the quality of appraisal by examiners and did aid in reducing the number of grievances from students to an insignificant level. Registration of candidates for examinations, payment of examination fees by the college through a digital payment system, disbursal of hall tickets with the candidate's photograph and an individualised time table printed on the hall ticket, valuation done using dummy numbers, timely declaration of results, provision of tear proof, encrypted uniform mark statement with photograph, and awarding electronically verifiable degree certificates are all part of the process.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

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

Response:

Program Outcomes (PO) are attained through programmes that provide a variety of required and optional courses. The Course Outcomes (CO) for each course are determined and matched to the Programme Outcomes. In accordance with the course syllabi, the Course Outcomes are quantitatively measured and linked to the Program Outcomes. If the Course Outcomes are met, the Program Outcomes follow the same path. Specific guidelines in accordance with the university are employed during the introduction/revision of a specific course in order to achieve the correlation between Course Outcomes and POs.

COs are essentially statements of knowledge/skills/abilities that students are expected to acquire through their learning process and also carry out with greater comprehension as a result of their learning experiences in each course. A well-formed CO assists the faculty in assessing the CO's attainment at the end of each semester. It also assists faculty in devising appropriate teaching and evaluation strategies to achieve the desired CO.

The Programme Outcomes and Course Outcomes of each subject offered by the college are clearly displayed in each department's respective notice board. A soft copy of the Curriculum and Learning Outcomes of Programs and Courses is also available on the Institution website (https://www.shanmugacollege.edu.in) for both faculty and students' reference. The curriculum is also distributed to faculty and students so that they may evaluate and compare each subject in accordance with the PO and CO. The Course Outcomes and Programme Outcomes, as well as the curriculum, can further be viewed using the provided link.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Past link for Additional information	View Document

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

Response:

During most of their class hours, faculty interact with students directly and allow them to discuss their difficulties and challenges. This also supports for the redesign and evaluation of Programme Outcomes and Course Outcomes. The assignments from the internal and class assessments, as well as the student's results, demonstrate that student have gained a grasp of the subjects presented. Three internal assessment marks represent the students' outcomes. Internal marks are assigned to each student through the university web portal entry and also in the ISMS section of each department in the college based on their performance in two internal tests and a model exam. Students can verify their internal mark with their mentor. The average pass percentage of the class at the end-of-semester examination is also an indicator of the class's overall development. As a result, Continuous Internal Assessment could also be used to assess the attainment of Programme Outcomes and Course Outcomes. In addition to the mentioned methods above, the attainment of Programme Outcomes and Course Outcomes is evaluated in college through student seminars and course assignments. The course feedback also shows a clear picture of the accomplishment of PO and CO.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 77.59

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1840	1871	1220	1187	1145

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1855	1891	1949	1985	1698

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.39

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of endowments / projects with details of grants	[View Document](#)

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

Response: 0

3.1.2.1 **Number of teachers recognized as research guides**

Response: 00

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	17	17

File Description	Document
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

Through a range of innovative activities, the college has created an eco-system for knowledge creation and transfer. By recruiting and developing optimal human resources, leveraging on efforts for knowledge discovery and dissemination, and offering cutting-edge infrastructure, the college has established an atmosphere for learning and creativity.

Eco System for Innovations

The college has established an innovation ecosystem, which includes an incubation centre for knowledge development and transfer. For effective and efficient knowledge growth, the college conducts workshops, seminars, and conferences. The college has well-established buildings, laboratories, libraries, and so on. Environmental studies has been included as a requisite paper for students, which enhances their practical and subject knowledge towards the maintenance of a green campus, which further helps to maintain an ecological healthy environment.

Entrepreneurship Development Cell

The Entrepreneurship Development Cell (EDC) operates in the college with a goal of imbedding entrepreneurship skills amoung students. This division serves as a platform for students to participate in entrepreneurial activities. The emphasis here is on aiding future entrepreneurs with the primary goal of cultivating responsible innovators. The EDC strives to support every aspiring entrepreneur at every stage by providing an active environment for them to foster and revitalizes the college's entrepreneurial culture.

The EDC creates an entrepreneurial environment within the institution through mentoring and assisting startups. Here, unique programmes such as blood donations, tree plantings, cultural days, and so on are available. In addition, the EDC also offers motivating and inspirational talks by renowned entrepreneurs. As a result, the alumni entrepreneurship network was formed to honour the accomplishments of notable

alumni and their successful businesses.

Faculty members furthermore maintain constant contact with industrial professionals in order to better understand functional challenges through applied research and student projects. In few industries, student projects are used as case studies for organizational development. Conducting joint technical programmes and events with industries thus contributes in narrowing curricular gaps even further. As a result, these activities help students understand the many difficulties that exist in society and, further empowers them to discover answers to various complexities.

Conferences and Seminars

Conferences, Seminars, Workshops, and Special Meetings are arranged to enhance knowledge transfer among faculty and students. This promotes a research atmosphere. The college provides value-added courses in a range of subjects, adopting new approaches to broaden students' understanding. Here, students of all levels are encouraged to work on real-world projects. Students and faculty also have access to a variety of resources on campus to conduct their research, this also includes:

Research Cell

The college research cell fosters a research culture among faculty and students by organizing a variety of workshops, seminars, training programmes, and special meetings aimed at promoting research. Faculty and students are encouraged in writing scientific papers. They are also motivated to publish their articles in referred journals and reputed conference proceedings. The college has a Departmental Research Committee with subject experts to guide students. Faculty members keep track of all publications and records them accordangly. The cell encourages researchers to publish in ISSN-recognized UGC journals and UGC-affiliated research publications. With the support of Action Research, the Research Cell assists the college in enhancing the teaching learning environment.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 88

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	18	18	21	20

File Description	Document
Report of the event	<u>View Document</u>
List of workshops/seminars during last 5 years	<u>View Document</u>
Any additional information	<u>View Document</u>

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 2.27

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 25

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 11

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<u>View Document</u>
Any additional information	<u>View Document</u>
URL to the research page on HEI website	<u>View Document</u>

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.58

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
12	16	41	36	09

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.51

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

2020-21	2019-20	2018-19	2017-18	2016-17
19	20	20	20	22

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Neighborhood Community

The college has engaged in a variety of extension initiatives from 2016 to 2021. There is a healthy interaction with the neighbouring community as a result of extension activities and programmes targeted for societal development and instilling social responsibility in young students. The necessity of keeping a clean environment, basic sanitation, and proper waste management are just some of the few important areas discussed with the community. To raise awareness among female students, women empowerment programmes are held. These programmes address their situation as well as their rights. Gender bias and patriarchal preconceptions are lessened since male students are educated to be mindful to respect women and womanhood. The Women's Cell, in collaboration with the Police Department, adapted the Kavalan SOS App, which serves as a warning system in times of danger for women.

The college has organized carrier guidance programmes for school students. Stationery, rice bags, laptops,

printers, closets, and shortcut formula books for subjects such as Mathematics, Physics, and Chemistry were distributed to nearby schools. The college has also donated free books as well as ceiling fans to the growth of surrounding schools. There are also sustainability projects, such as tree plantation in the neighbourhood. Free health check-ups, eye camp are also organized for the people of the village.

Sensitizing Students to Social Issues

Students' active engagement in social service activities allows them to grasp the actual meaning of living a purposeful life. Through the National Service Scheme, Red Ribbon Club, Youth Red Cross, Rotary Club (Rotract Club), and Citizen Consumer Club, the College has launched several similar initiatives. Students participate in extension and outreach activities that raise awareness on social issues and legal proceedings involving social oneness for issues such as domestic violence, dowry, child abuse, homeless people, female children, victims of violence, the elderly and disabled, refugees, and so on. Students from the college also take part in rallies to promote Clean India, Swatch Bharath, Save the Earth, Tree Plantation, Save the Water, Plastic-Free Environment, COVID19 Awareness, and the Right to Vote.

Adoption of a village

The college has adopted and organized a camp at Keezh-Kachirapattu village to address the felt needs of the people. Here, construction of suitable toilet facilities, distributing hygienic supplies, and planting trees was part of the initiative. For the inhabitants of the village, free health check-ups and an eye camps had also been organized. In addition, the college has donated free books and ceiling fans to the building of a neighbourhood school.

Awareness Programs and Health Camp

Many awareness initiatives have been established by the college, including tobacco prevention and eradication, helmet awareness, AIDS awareness, technology awareness on cashless transactions, the use of fire extinguishers, and the use of electoral voting systems. Health camps such as blood donation, eye examinations, and general health assessments are also conducted. Many students and faculty have volunteered to donate blood during such campaigns, which is significant.

Donations and Relief Funds

During calamities, the college has offered financial aid and food to the underprivileged. People devastated by the Chennai Floods, Kerala Floods, and Gaja Cyclone received relief supplies. During COVID 19, special donations were given to the CM's fundraising campaign.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 5

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Number of awards for extension activities in last 5 year	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 74

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
09	25	11	20	09

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 120.52

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1154	9957	13594	9335	1361

File Description	Document
Report of the event	<u>View Document</u>
Average percentage of students participating in extension activities with Govt or NGO etc	<u>View Document</u>
Any additional information	<u>View Document</u>

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<u>View Document</u>

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	1	1

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	[View Document](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The campus of Shanmuga Industries Arts and Science College is divided into three blocks (Administrative block, MCA block, and New block). Each block is consists of three-story buildings with suitable facilities which include clean drinking water, pleasant ambiance, appropriate ventilation, and adequate amenities to cater to more than 6000 students. The well-furnished educational facilities on campus, promotes effective teaching and learning and the pleasant ambiance stimulates intellectual attentiveness and instils in students a strong desire to learn.

A well-designed administrative block is a compact block that incorporates the reception area, correspondence office, principal's office, vice principal's office, and accounting office. This block is located in the heart of the campus and has a variety of additional classrooms and learning facilities for students. The administrative block also houses the examination cell. The MCA block is made up of numerous departments and rooms. There are two computer labs with well-equipped technological applications and air conditioning. Near the MCA block, the college has a large and expansive sports complex. The new building houses one seminar hall as well as various departmental spaces for staff and students. The college has 102 classrooms with amenities for better learning and knowledge dissemination.

The college library houses a large collection of subject-specific literature as well as contemporary, up-to-date publications and journals. Every department has its own collection of books, all of which are current editions. For students and faculty, the library offers a distinct reading and book area with about 15500 volumes of books and a sufficient array of journals. The college library server is accessible to both faculty and students. As a result, it is simple to access books digitally at any given time interval. Faculty members make use of such repositories, which serve as "Storehouses of Knowledge," to help students prepare to be future citizens of the country.

At the college, practical experiments and workshops are just as important as theoretical studies; as a result, students have access to the best infrastructure and state-of-the-art laboratories, which are well-equipped with the latest technology that provide an ideal learning environment. For students to improve their theoretical and practical knowledge, the college has 18 laboratories equipped with cutting-edge technology. Chemistry, Physics, and Computer Science Departments each have their own laboratories in the college. The main building has a large, comprehensive, well-equipped laboratory for the departments of physics and chemistry. For scientific experiments, a specialized laboratory is accessible. 413 computers are accessible at the computer lab, which is equipped with 20 air conditioners to provide the best learning environment.

The college provides 18 large, spacious rooms for staff welfare, each with well-equipped facilities such as safe drinking water, a pleasant ambience, washbasins, and separate restrooms for men and women. ICT equipment's such as intercoms, computers, projectors, and other items are accessible in each department as needed. There are also two seminar halls with good infrastructure within the college. These halls are equipped with audiovisual equipment's, educational aids, and LCD projectors to ensure students' holistic

development. For seminars or conferences, these halls offer a seating capacity of roughly 400 students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Cultural Activities

The college has ICT enabled auditoriums for all cultural events. The Student's Union celebrates a common fresher's day to explore the innate and hidden talents of newcomers. First-year students are encouraged to showcase their abilities on stage. Every department organizes a variety of socio-cultural events for their students. This motivates student's interest and participatory spirit in cultural events. Cultural programmes are conducted at the college auditorium under the supervision of designated faculty in charge of cultural events. The Cultural Secretary, who is elected by the student representatives, is in charge of informing students about inter and intra-college cultural events. Information on such events are posted on noticeboard, and students are also notified via circulars. The departments in charge of cultural activities ensures that students have ample opportunities to engage in a range of cultural events at both the inter and intra-collegiate level.

Facilities for Sports and Games

At Shanmuga Industries Arts and Science College, importance is equally given for sports and games so that the students in the college experience holistic development. The college has a large campus with areas dedicated to sports and fitness/exercise (physical activities) as well as meditation and yoga (mental activities). Specific places are also available for students to nurture their spiritual faith on campus. There is a large state-of-the-art basketball court, a verdant grass-covered football field, and cutting-edge cricket pitches for cricket enthusiasts.

The Department of Physical Education provides outstanding sports facilities and well-equipped gymnasium for students' overall development. Students here, are trained in sports and games so that they can compete at the Collegiate, Inter-collegiate, Inter-zonal, Inter-university, All India Inter-University, State, and National levels. Faculty members of the physical education department regularly prepare their students for various competitions. Sports players are continually encouraged by providing incentives such as travel allowance, dearness allowance, sports outfits and uniforms, as well as tracksuits to participants and winners. The Department of Physical Education further provides opportunities for students' overall growth, as well as coaching for various college teams in order for them to compete in various tournaments. As part of team preparation, practice matches are often scheduled during training. College teams at the campus are well-nourished to compete in several intercollegiate and state events. The department also has special strategies for raising health and fitness awareness among staff and students.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 18

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 10.43

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
23.48	42.9	60.02	65.21	165.8

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The college library is a vital part of a student's life. The library of SIASC includes a large collection of text books, reference books, and other materials, as well as international, peer-reviewed periodicals and bound volumes of literature relating to many fields of study. These books are made available to students in order to help them improve their knowledge and comprehension of numerous disciplines. Books in Tamil, English, Science, Sociology, and every other department are in separate rows that are updated to their current editions, allowing UG and PG students and research scholars to become more efficient in developing a scientific temper and overall learning.

The library has an Integrated Library Management System, which is an automated package of library services that performs a variety of tasks. Circulation, acquisitions, and cataloguing are examples of these functions. The bibliographic records for each title owned by the library are stored and managed in the catalogue module. Students here can easily access a large reservoir of learning materials from this system. The capacity to search using various indexes, such as author, title, keyword, and subject, is one of the most fundamental functionalities of an OPAC which is also available. Basic and specific searches are also available, with options such as searching by kind of material, year of publication, book location, and so on. For the benefit of students, staff, and other users, the library has a comprehensive selection of books to support the taught curriculum, as well as reference books, periodicals, instructive CDs, and DVDs. The library has several rare and valuable collections of paper manuscripts in its collection. The newly acquired library resources, such as books and journals, are exhibited for the convenience of students and faculty members. The KOHA library management software, which is exclusive to SIASC, can also be utilized to search for any book.

The reading section of the library can accommodate 150 students. There are reading rooms and book sections for faculty and students, which contain reference and resource books on a variety of disciplines. The college houses around 15500 volumes of books and a suitable quantity of journals. It also subscribes to many newspapers and journals for information and knowledge updates. The library has e-books for students as well as a digital library for any students who has access to the internet.

They meticulously maintain the library by keeping the racks free of dust, keeping an attendance record for faculty & students, and monitoring the students' activities within the library. Inside the library, they organize the books pertaining to their respective departments. They also ensure that the reference part and the resource section are kept separate. The library is digitally monitored in both online and offline mode till 4 p.m. Faculty members are always provided with new editions of research books, and if the books are not available, they are ordered within a three-day turnaround. Students and faculty can easily use the library's server, which encourages students and faculty to learn by instilling the spirit of knowledge and the vitality of learning.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.95

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.56	1.26	5.21	1.19	0.52

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 2.57

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 143

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Shanmuga Industries Arts and Science College has a total of 413 computers, including Dual Core and Intel Core i3 processors.

Student-Computer ratio

The development of students in the field of computer science is given top priority at the college. Computer courses have a student-to-computer ratio of 1:1, whereas non-computer courses have a student-to-computer ratio of 13:1.

Dedicated Computing Facility

The undergraduate computer lab comprises of 300 systems, while the postgraduate computer lab (MCA and M.Sc.) has 72. The college library offers 17 specialized systems that provide students with a comprehensive platform in the field of computing.

Internet Facility

In today's rapidly changing computer-savvy world, using the internet for knowledge distribution, information sharing, and networking among faculty, students, and administration has become a need. As a result, the College has taken important measures and installed a LAN connection that allows all systems to connect to the internet and intranet. WiFi is available on these systems, with speeds up to 100 Mbps.

WiFi Facility

The administrative building of Shanmuga Industries Arts and Science College has its own WiFi network, to which students can access with the permission of the college administration. A noteworthy feature of the college is that its faculty and research scholars have 24/7 access to the internet.

Servers, Open source software and Propriety software's

The college maintains two servers for UG and PG courses. Propriety software such as Microsoft Base licenses is used. The college also uses open source software, such as Ubuntu 14, Red Hat Linux, and other operating systems.

Number of computers with internet facility

Students have access to 72 computers in the PG Lab. There are 18 computers, one for each department. The Digital Library, as well as all Post Graduate Students, Research Scholars (M.Phil. & Ph.D.), faculty members, and administrative staff, have access to the Internet.

LCD projectors

The usage of interactive boards for teaching and learning is recognized at Shanmuga Industries Arts and Science College. The fact that eight classrooms are equipped with LCD projectors for efficient and effective learning is a significant aspect of the college.

CCTV Facility

Shanmuga Industries Arts and Science College understands how important safety is to its students, faculty, and other stakeholders. A total of 132 CCTV cameras are installed across the campus, providing video surveillance and security.

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 13:1

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 14.99

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

2020-21	2019-20	2018-19	2017-18	2016-17
128.39	230.68	33.67	26.57	62.74

File Description	Document
Upload any additional information	[View Document](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

About the campus

The foundation of Shanmuga Industries Arts & Science College has built methods and procedures based on 25 years of expertise. With a few frameworks and techniques for keeping up and utilizing each office under its domain, it is critical to maintain the college campus pristine and clean. With great care, a team monitors the everyday activities of the college grounds, including the study halls, research centers, facilities, sidewalks, and transportation vehicles on the college grounds, as well as the play area and gardens. A team of 13 sweepers clean the area every day, and wiping is done often. Seven scavengers, two circuit repairmen, six guards, two nursery maintainers, and 63 personnel, including transportation staff, strive to keep the campus nice, clean, and efficient.

Electricity and backup

Approximately 93 personnel are regularly employed to assist with the improvement of the college grounds. During power outages, the college has an extendable generator asset (60kw and 6kw) to keep the college's electric capacity up and running. The college labs are well-equipped to do research and have safety measures in place such as fire extinguishers and medical assistance kits. Security covers, sanitizers, and

other items are on hand in case of any emergencies.

Maintenance of the library

The Library's resource management includes periodic maintenance of stack rooms, presentation of new content on racks, and the arrangement of periodical issues on shelves. The library, as well as its resources and books, are kept clean on a regular basis. Old and obsolete documents are removed from stacks, and important books, journals, and periodicals are protected from the elements such as sunshine, dust, insects, humidity, and heat.

Physical Facilities of the highest quality

The college is always striving to be the best in all it does. The college has well-organized facilities and places a special emphasis on its computer laboratories, scientific laboratories, buses, and renowned essential facilities. The disciplinary committee is in charge of maintenance. Every year, the college administration has a meeting to discuss the college's overall progress. The disciplinary committee is responsible for a variety of tasks, including ensuring clean water, 24/7 electricity, a clean campus, and complete security. Furniture and equipment are provided by the management according to departmental needs. The seminar halls can comfortably accommodate over 400 people, while the classrooms can seat up to 60 people. The college is a Wi-Fi equipped campus where there is always access to the Information Management System (ISM).

Laboratories

The college offers well-organized, secure storage as well as easy access to laboratories. Each laboratory has enough equipment's for students to work independently or in small groups. Every laboratory has two lab assistants who devote their time to the enrichment of student learning. These lab assistants also deep clean all of the equipment's on a weekly basis. All laboratories are kept in top condition, with all of the equipment being well cared for. There is a public outdoor space where practical activities can be carried out. At the college, all science students have access to updated instruments, appropriately generated measurements, and sealed chemicals that are always available in advance. The college has well-trained faculty who always give it their all for the knowledge development of students.

Sports and games

Students are encouraged to use various sporting facilities for their physical wellness**.** At the college there are latest sports equipment as well as separate grounds for basketball, badminton, hockey, football, volley ball, and cricket, as well as a gym for health and fitness. These facilities are regularly maintained by a team of dedicated personnel who clean the ground and safeguard the sports equipment for regular students' usage.

Availability of other amenities on campus

There are both biodegradable and non-biodegradable waste management systems available in the college. Pipelines in water treatment facilities are inspected on a scheduled basis. Each floor has its own supply of RO water and washing water. Here, waste water is channeled to a garden. There are enough dustbins on campus to help with the separation of biodegradable and non–biodegradable garbage, resulting in a green campus environment. For the recycling of surplus trash, there is also a vermin compost fertilizer facility.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 9.62

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
617	562	547	525	498

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document]

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0.28

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
20	15	13	17	14

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

  1. **Soft skills**
  2. **Language and communication skills**
  3. **Life skills (Yoga, physical fitness, health and hygiene)**
  4. **ICT/computing skills**

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0.1

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	8	20

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 19.45

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	518	683	347	294

File Description	Document
Upload any additional information	[View Document](#)
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 45.28

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 840

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 40

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations*, etc.*)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
22	23	0	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
22	23	0	0	0

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 135

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	21	53	35	26

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
Any additional information	[View Document](#)

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

Response:

ACADEMIC & ADMINISTRATIVE BODIES:

- Participation in co-curricular and extracurricular Activities

- Anti-Ragging Committee

- National Service Scheme (NSS)

- Sports Committee

- Canteen Committee

The college is committed to fostering inclusive practices in order to promote social justice and improve

stakeholder relationships. The college encourages value-based education in order to instil social responsibility and good citizenship in its student's bodies. The college has the necessary infrastructure for this, and it encourages its students to participate actively in academic activities, social events, and cultural proceedings. Student and alumni participation, according to the college, is vital for overall and comprehensive growth. Keeping this in mind, the college has students and alumni from various cadres represented on such committees.

Participation in co-curricular and extracurricular activities

Students participate in a variety of activities and compete in numerous inter-college/university competitions each year. Students make use of opportunities like these to hone their skills in music, dancing, fashion, drama, fine arts, photography, and debate. Students participate in a variety of activities throughout the year, including self-defense programs, cleanliness drives, health check-up campaigns, blood donation camps, soft skill improvement workshops, tree planting programmes, and social awareness rallies. Participation in such activities encourages a sense of civic duty. Students also engage in group discussions, presentations, seminars, and policy conversation sessions.

Anti-Ragging Committee

This committee is represented by two senior students and two first-semester students, as well as faculty members. The committee educates students about the consequences of ragging by putting posters on notice boards around campus, as mandated by the Anti-Ragging Act of 1997. It ensures that each student and their parents duly sign an oath in the form of Anti-Ragging Act-related agreement.

NSS:

The college's NSS wing is actively involved in a variety of initiatives under the slogan "SERVE TO LEARN, LEARN TO SERVE." Every year, NSS camps are held where students are involved in cleaning the village with the active participation of the community. In addition, the NSS wing undertakes public awareness campaigns and capacity-building initiatives. Here, the preparation and implementation of the NSS camp can be the ideal illustration of student participation in the college catering to the general public. Furthermore, the NSS unit is another example of student representation in the college, where extensive productive work is carried out through disciplined and well-organized programmes. Sports and cultural activities are organized in the college with the support of the Student Council. Cultural activities and contests, as well as tree plantings, are held on a regular basis.

Sports Committee

Sports and games are given equal weight at Shanmuga Industries Arts and Science College in order for students to have a holistic education. The college includes a huge campus with areas dedicated to sports, fitness/exercise (physical activities), meditation, and yoga, Here, students have strong representations in the sports committees. They help in organization and management of events. Major events includes the annual sports day and practice matches which are often scheduled during training.

Canteen Committee

The cafeteria committee consists of one student from each year of the undergraduate programme and one student from the postgraduate programme apart from other members. This committee meets once a

semester to inspect the canteen's food quality, hygiene, water quality, and other food products.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	4	5	2	2

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

5.4 Alumni Engagement

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

Response:

Shanmuga Industries Arts & Science College's Alumni Association was founded in 2015. The Alumni Association plays very supporting and constructive role in the overall development of the college. The association's initial director was Mr. S.Karthikeyan. Along with him, a group of dedicated and philanthropic executive committee members devoted their time and energy in the alumni association's growth and welfare.

Mr. A. K. Mohanraj Bharathi (Auditor), an alumnus, served as the Association's first president. He is

currently the Honorary President. Mr.T.A.S.Muthu (Secretary & Correspondent) is a member of the Alumni Board of Directors. The alumni association's President is Mr.Thirumaran (Auditor), the Secretary is Mr.R.Kanagaraj, and the Treasurer is Mr.R.Birla.

The alumni association has a strong tradition of honouring outstanding alumni who have made significant contributions to society in a range of fields. The Association conducts Shanmuga Industries Arts & Science College Alumni Day every year on May 1st, which is "World Labor's Day." Alumni are requested to share their experiences and successes with the current generation of students in order to guide, motivate, and inspire them as some of the alumni are industrialists; they share their knowledge and expertise with the students. On the advice of the Executive Committee, the management has decided to enroll all exiting Undergraduate, Postgraduate, and M.Phil scholars as permanent members of the Association beginning in 2016. The Executive Committee, as well as other members of the Association, are always supportive and committed to the welfare of the college and the growth of the association. This is always supported by Management, Former Directors, Former Presidents, Former Executive Members, and well-wishers.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Moto

Study, Service, Sincerity.

Vision

To a leading educational institution in the region with a multifaceted development-centric approach, as outlined in the college's trust deed, which stands firmly committed to providing "quality higher education to students from rural areas," with a focus on holistic growth of its stakeholders and a responsibility to societal betterment.

Mission

To empower students from diverse backgrounds by accelerating and optimizing effective teaching and learning via exceptional knowledge and the combination of theory and experimentation. With, equality, value, and quality education via dedication, concern, and care for the benefit of students and society, by utilizing every single resource-physical, capital, and human-in the most effective and economical manner to produce a perfect model of 'total educational development.'

Nature of Governance:

The management seeks to maintain an open and interactive atmosphere in order to meet the college's mission. All stakeholders are actively encouraged to engage and share their viewpoints in order to make better decisions and execute policies. The college prioritises the well-being of its faculty and students, and its governance and leadership style incorporate a democratic work culture.

Various conferences, seminars, symposiums, and workshops are held at the college. The college constantly encourages its students and faculty to participate, present, and publish research papers, allowing them to hone their capabilities and better prepare them to confront the challenges of global competitiveness.

The Secretary of the Institution meets with the Principal and HODs on a regular basis to discuss the college's day-to-day activities. Following consultations with department heads, the principal makes decisions. The HODs then hold meetings with faculty members and implement their recommendations, ensuring that all faculty members are involved in academic and administrative activities of the College. All of the college's decisions are based on its vision and mission, and it takes a variety of actions to enhance the knowledge of the student community.

Perspective/Strategic Plan

- The college's aim is to become one of Tiruvalluvar University's top self-financing colleges in Tamilnadu.
- The college is recognized by the UGC under section 2(f) and 12B status, and it aspires to obtain NAAC certification with a rating of A++.
- The college faculty constitutes and implements an excellent teaching-learning process and invites eminent researchers from various disciplines for their seminars and conferences. This strategy promotes a research culture among both faculty and students.
- The college envisions to sign additional Memorandums of Understanding (MOUs) with reputable institutions and to engage with companies and industries for student development.
- The college has always made attempts to improve the quality of higher education. Professional certification courses and online courses are available to students to help them enhance their communication skills.

Participation of Teachers in Decision-Making Bodies

Faculty play an essential role in adhering to and implementing the college's vision and mission, and they have hands-on authority in the college's dynamic cycle of growth and development. In every class, faculty members play an important part in the parent-student tutoring system. The implementation of faculty ideas presented in faculty meetings enhances student's progression standards. Faculty members and conveners serve on various committees such as scholarship, placement, and discipline, among others, and play critical roles in the institution's governance, which is indicative of the college's vision and mission.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The college is one of the finest representations of decentralization and participatory administrations in action. The statutory and non-statutory bodies that have been established make decisions in a decentralized and participatory way. The college places a strong emphasis on decentralization by ensuring that all students have equal access to various resources. The principal, heads of departments, faculties, non-teaching staff, and class student representatives work together to foster the colleges' development by sharing duties, participating in the college's progression, while acting in accordance with the institution's goals and objectives.

Case Study:

At Shanmuga Industries Arts & Science College, academic and administrative decisions are made by the management due to the vast number of students and faculty. The work is decentralized with Academic Dean and Vice-Principal.

Decentralization of work

- **Role of Academic Dean:**

The Academic Dean plays a crucial role in the college's overall well-being. He has put in place many academic policies and makes certain that they are followed. He has established a number of committees to help the college accomplish its objectives. He serves as a liaison between academia and administration.

- **Role of Vice Principal:**

In the absence of the Principal, the Vice-Principal assumes the Principal's duties and responsibilities. He is involved in developing a quality system for conscious programmed action to improve the academic and administrative performance of the college.

Participative management

- **Role of Principal:**

The Principal is the sole administrator of all academic and administrative functions of the college ensuring that they are carried out according to the norms as defined. He places a high value on student discipline and behaviour (including attendance) as well as preserving the college's decorum. He promotes effective teaching in accordance with the approved curriculum and the University's / AICTE's / Management's teaching and institutional methodology. He also oversees all of the office's operations, including admissions, fee collections, attendance, recruitment, salary payments, procurement, purchase orders, finances, and audit. He represents the college and has scheduled meetings with staff, HODs, Coordinators, the College Academic Council, and the Governing Council.

- **Role of Head of the departments:**

Each HOD has a specific role to play in incorporating the department's ethos into the college's vision and mission. They prepare specifications and budgets for subject-specific teaching materials, such as lab equipment and chemicals. HOD's of each respective department ensure that their regular meetings are well documented with appropriate filing.

- **Role of faculty members:**

Faculty members take classes on a regular and consistent basis, imparting essential teachings and developing methodologies to educate students on various subjects. They carry out all of the duties and obligations that the Principal, Dean, and Head of the Department have assigned to them on a regular basis. They design and implement an appropriate lesson plan for their curricula, as well as keep track of students' attendance, personal information, and academic records.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Planning is the process through which an organization establishes its strategy, direction, decisions, and resource allocation in line with its mission.

Long Term Plan

The long-term plan of the institution is to ascertain that the strategic planning framework in place is performing at its best. The strategic plan, which was established with the help of department committees and integrated workshops with eminent professors, ensures that the college stays true to its vision and mission. As a result, Shanmuga Industries Arts and Science College will adhere to a strategy plan separated into four components to retain its quality and uniqueness:

- Academic Process
- Research Development
- Personality Development
- Employability

Various committees collaborate to define the college's strategic measures. The Admissions Committee, Discipline Committee, Scholarship Wing, Training & Development Wing, Placement Cell, and Alumni Association are just a few of the committees that contribute substantially to the college's stated strategy. Through these committees, the college strives to increase overall quality and offer a conducive atmosphere for research and innovation in all disciplines. Many project has been initiated by the aforementioned committees to bring about necessary improvements in direction, structure, interfaces, and performance. Exercising excellence in teaching and learning processes via the use of novel teaching materials and new pedagogies, such as MOOCs, CMAs, and TALLYs, allows the college to better engage students.

Short Term Plan

Every department is enthused in putting together an academic calendar and a student handbook. The Training and Development wing develops communicative competences in students. They educate and equip students for careers in the business world, the media, and teaching English as a second language. The wing disseminates information, ideas, and concepts in the technicalities of accurate pronunciation structure, suitable usage and style of the English Language, and English communication application sectors. Students are exposed to a variety of professional prospects, difficulties, and job responsibilities. Students can perform individual surveys, gather and analyze data, and produce and present reports and projects thanks to the help of each respective departments and the training & development wing.

Through a well-defined plan that includes potential ideas such as expanding college infrastructure to meet

the significant needs of students and staff, upgrading the General Library to a digital format with Internet access, and equipping the Virtual Library with INFLIBNET the college seeks to strive forward. Organizing regular alumni meetings to preserve and expand alumni strength and relationships, as well as improving staff research support by offering facilities such as workload reduction and on-duty leave, are some of the short-term goals in the process.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

Shanmuga Industries Arts and Science College (SIASC) Management

The College is managed by Shanmuga Industries Trust which has its governing body to take care of the institution. However, the Principal is the sole responsible of the administration of SIASC.

College steering personnel

The Management Committee consists of the Chairman, Secretary, and Treasurer of the College, as well as the Academic Dean, Principal, Vice Principal, IQAC, and selected faculty representatives. This steering team are able to provide suggestions for academic, administrative, infrastructure, and co-curricular activities that are currently in place.

Academic Dean

The Academic Dean is a seasoned professional who can handle both academic and administrative concerns. He serves as a link between the institution's management and staff.

Principal

The Principal is involved in the implementation of the College's long-term strategies. Through the departments and numerous committees established for the relevant cause, he ensures that academic and administrative duties function effectively.

Vice-principal

Vice-Principals are responsible for ensuring the seamless integration of student-related activities and conflicts resolution concerns, as well as academic advancement, in accordance with the college's strategic

plan and the principal's directions.

IQAC

Internal Quality Assurance Cell actively involves and coordinates all the functionings of the college to an optimum level.

Head(s) of Departments

The heads of departments ensure that the university's academic schedule is followed correctly and effectively. Heads are also in charge of administering their departments, running academics according to plan, and organizing curricular and extra-curricular events for their students.

Faculty members

Faculty members organize, arrange, coordinate, and supervise the activities of students. They prepare the lecture plan, course materials, conduct practical's and class test, after which they report to the HOD. Students are also encouraged to engage in co-curricular and extra-curricular activities.

Academic Staff

Academic staff members must maintain the lab, lab materials/records/registers in accordance with the Principal's and the HOD's directions.

Librarian

The college librarian is responsible for a number of activities; such as classifying books, maintaining library items, and assisting students and faculty. A team of dedicated staff are also employed in this department who help students, faculty and staff in finding and recommending source materials as well as determining what type of materials they need.

Physical Director

The College Physical Director instructs and encourages students to use the sports facilities and equipment that are available. He organizes classes for students to participate in physical activities such as yoga, marathons, and so on (comprising every student of every class). He coordinates vigorous exercise by training students to receive form I, II, and III credentials from the university.

Office Manager

The office manager is in charge of ensuring that the administration of various departments is carried out effectively and efficiently in accordance with the college's plans and directions from the Principal and Vice-Principal.

Transport Manager

The transport manager is in charge of directing, organizing, planning, and managing transportation-related tasks and operations within the college. He ensures that the administration of various sectors of

transportation runs effectively, allocating bus routes, and so on, in accordance with the directions of the Principal and Vice-principal.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The following services are provided as part of the college's welfare initiatives for faculty and staff. In all aspects, the management take key steps in implementing welfare measures for both faculty and staff.

Group Insurance

The college provides Group insurance for all its faculty, staff members and students. In the last three years, the management has contributed a total premium value of Rs.1305875/- for a total number of 17799 persons covered, and total sum insured to a value Rs.53397 Lakhs.

Salary & EPF

Employees Provident Fund Scheme (EPF) has benefited more than 60% of faculties and staff. Staff members who are in need are also given a salary advance.

Free medical camp

Free medical checkup camps are organized regularly by the college for all its faculty and staff.

Birthday Gift

Every year, the management honours faculty and staff with monetary compliments as a birthday gift.

Free Transport

During regular working days, the college provides free transportation for faculty and staff. In addition, complimentary transportation is provided for key events such as weddings, excursions, and other ceremonies.

LOP Exemption

The college has given all its faculty and staff exemption from loss of pay due to circumstances such as marriage and medical leave.

Appreciation for Regular Attendance

The college offers a one-day compensation in addition to the monthly income to encourage faculty and staff to come to work every month without taking leave.

Special Rewards

The college ensures that every month, Rupees 2000/- is added to the salaries of faculty who have received a PhD. After receiving the course certificate, the college covers the registration expenses for online courses such as NPTEL and MOOCs.

Miscellaneous Benefits

The College Dormitory Restaurant provides high-quality meals at reasonable pricing to all faculty and office staff. Fee concessions of around 50% is given to children of faculty and staff pursuing an academic degree in the college. The college places equal emphasis on the physical and mental wellness of its faculty and staff members. To promote such activities, the institution has established yoga sessions, together with sports, and games. For the convenience of faculty and staff, the college also offers a well-equipped gym facility on campus.

File Description	Document
Upload any additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 **Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

Response: 3.84

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

2020-21	2019-20	2018-19	2017-18	2016-17
16	19	02	01	00

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

For the assessment and nonteaching staff, the college adopts a common performance-based appraisal approach. The evaluation report is based on the workers' annual performance in terms of academics, research, and other extracurricular activities. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, contribution to College administrative bodies. HODS and different committee coordinators receive specific evaluations from the college. Every year, the academic and administrative faculties receive raises. The heads of departments are also awarded annual raises. A few strategies are observed in appraising non-teaching staff's performance this includes technical contribution of individuals such as subject knowledge, awareness, productivity, quality,

Innovation willingness to learn, diligence etc. besides they also assess the behavioral aspects like group behavior, acceptability, punctuality etc. Annually, various committee coordinators also get an increment.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal Audit

Internal audits are conducted on a regular basis by the college's own internal audit team. In addition, the

college has a dedicated accountant who undertakes an annual audit to check and validate the college's complete recurring, non-recurring, and capital expenditures. The monthly internal audit report serves as a guideline for scrutiny, monitoring, and adherence to norms for perfect financial control and management. Internal auditing is only undertaken by the college accountant, who does a comprehensive check on each payment and voucher every six months. The college has an inventory auditing (Stock Verification) team that visits each department to physically check the equipment, systems, and other resources stored in those departments, as well as meticulous review of records. Over the years of expertise, the accounting and auditing system evolved. The auditing committee meets on a regular basis to assess and plan for the upcoming academic year's budget. The department in charge obtains clearance from the Principal for all recurring and non-recurring costs before submitting them to the Accounts Section. The Accounts division takes care of the approval and distributes the funds. The account is cleared with official bills, countersigned by the HOD and the Principal, when the programme has been completed. The same is reported on a monthly basis to the Board of Management for review and approval, and it is then delivered to the society's treasurer.

External Audit

An independent Chartered Accountant appointed as a Statutory Auditor of the Institute conducts the external audit. This process begins with a review of the internal audit team's findings and observations, as well as the explanations provided by the colleges' accountant. Taking these findings into account, a complete list of requirements for compliance and reports to the statutory auditor is provided. For completing the auditing of the financial statements of the college, a realistic statement is presented through his audit report. The same ensures that the books of accounts reflected are true and fair in view of the operational activities and the financial position of the college for the relevant financial year.

The college makes financial decisions based on proposals received from departments and recommendations from the Planning and Evaluation Committee for each academic year. The funding will be used to equip libraries, laboratories, and faculty extension initiatives, as well as to provide seminars, workshops, and symposia, and to facilitate student enrichment programmes. Faculty members are encouraged to apply for research funds granted by various funding bodies. IQAC also encourages all teaching staff members to apply for research projects. Audit statements and reports are also used to prepare annual returns. The external audit reports for the last five years are attached.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)

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

Response:

The college has a well-defined financial policy in place to ensure that funds are used effectively and efficiently for academic, administrative, and infrastructural development, eventually catering to the college's vision and mission. Fee collection, employee pay rolls, attendance register, expenditures, bank transactions, investments, stock accounts, cash register, and other financial documents are diligently handled. Staff accounts are kept in order so that the cash flow or expenditure/income positions may be assessed and tracked properly at any given moment. The governing body, together with the academic committees, meets at the start of each financial year to establish the budget for the year. All recurrent and non-recurring expenditures, including planned and unanticipated expenses, are included in the college budget.

The planned utilization of fund is as given below:

- For salary and welfare measures of faculty and administrative staff
- For mandatory deposits like insurance purposes, library e-books subscriptions, etc.
- For creation and maintenance of academic infrastructure such as reading rooms, digital library, projectors, etc.
- For purchasing of equipment and software like message software (I-SMS), Lab Technique Tools, etc.
- For research and development such as conducting the national level seminars, workshops and conferences.

The college also offers a provision for advancing additional funds in case of an unanticipated purchase or other activity. The Principal and department heads examine the requirements and set priorities while allocating financial resources to diverse objectives and ensuring the most efficient use of available funds. The Governing Body reviews the yearly spending, scrutinizes the budget, and offers comments on the

effective use of financial resources on a regular basis. The college follows a systematic method for approving funding for various activities, as well as for settling advance payments and passing bills for already incurred payments.

File Description	Document
Upload any additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The IQAC was founded on October 03, 2019, and the process of quality improvement and maintenance commenced using methodological approaches for imbibing quality initiatives in the college. By focusing its efforts on fostering holistic academic achievement, the IQAC continues to amplify the quality culture in all realms of the college's operations. The IQAC keeps track of how the college's vision and mission are being carried out. Every year, IQAC creates a vision plan for the college's future and implements it in a strategy plan. It has been attempting to institutionalize a variety of quality assurance measures, including the digitalization of academic and administrative facilities, gender equality, and the enhancement of extension efforts, among others.

The following are two major such initiatives carried out by the IQAC:

Practice – A:

Implementation of the iSMS by the IQAC

iSMS system:

The adoption of iSMS provides appropriate coordination and retrieval of data related to student profile management. This is utilized to monitor students' activities and generate reports such as attendance reports, CIA marks reports, and so on. On a holistic level, the iSMS system offers frequent status and service level reports to the management. The college uses this iSMS system to also notify parents of a student's absence, which is beneficial for monitoring and follow-up.

Practice – B:

The IQAC has played a key role in determining the college's long-term strategy. The cell has been designing the college's feedback system and developing questionnaires at various levels for effective growth and development.

Students' Feedback:

Feedback from students is gathered for all courses on quality aspects of the college's teaching learning process. Students, being the ultimate beneficiaries of education, are the best source of information for evaluating academics and the college's various facilities. This helps in identifying weakness of strategies and process flaws. Students provide significant feedback to management on their college's quality concerns, which revolve around the quality of faculty, their dedication to their profession, and the necessity for interactions between the latter and the students. The central body examines the feedback and, if necessary, provides suggestions for improvement to the concerned faculty.

Alumni Feedback:

Feedback from the Alumni provides suggestions about the quality of the college and areas for improvement. It recommends revision of syllabi if needed. Alumni provide support to initiative of new programmes and future job prospects for career opportunities.

Faculty Feedback:

Faculty comment on curricular components is critical since they are the most essential personnel in curriculum design, implementation, and development. The sharing of curricular material allows for the analysis of faculty comments for each year's revision and update.

Employer Feedback:

Employer feedback, which is the most crucial indicator of any educational institution's performance, is also conducted on a regular basis.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution's main decision-making body is the Board of Management, which consists of the Chairman, Secretary & Correspondent, and Treasurer. The Principal is in charge of all academic and administrative functions of the college.

The IQAC plays a significant role in enhancing the teaching-learning process of the college. This is achieved by setting high criteria for quality teaching and through emphasizing consistent and controlled syllabus coverage. IQAC concentrating the improvement of the increasing of research guides in various departments to promote the research activities. The Principal, in collaboration with the H.O.D's, monitor and evaluate the quality of teaching and learning through structured lesson plans. Extra classes are taken by the respective subject in-charge if there is any deviation from the framework pertaining to the completion of the syllabus. Students who are weak in studies or slow learners in academics are offered extra coaching. Lesson plan are maintained in every class to record the details of day to day classes taken by the faculty which in turn is signed by the H.O.D and the class tutors. Absentees have the option of reviewing the log book for sections that have been covered.

The college IQAC monitors & conducts CIA-tests every month in addition to the revision, terminal and model examinations for curriculum evaluation of the students. Result analysis of the above is submitted by the H.O.D's to the head of the college to monitor the objectives reached. Faculty members are monitored and guided by the H.O.D's and the Principal. Student's feedback is considered to be important and remedial measures are taken to sustain and enhance quality in teaching. The Principal interacts with students on various class matters pertaining to classroom interactions, teaching methods adopted, punctuality and discipline. Every department of the college collaborates with IQAC, and as a result, seminars, workshops, conferences, and webinars are held on a regular basis.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**

2. Collaborative quality intitiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

A) Safety and Security

There are significant safety and security measures in place at Shanmuga Industries Arts & Science College. There are security checks at all entrances and exits, as well as a comprehensive surveillance network (133 -CCTV cameras) that is monitored 24 hours a day, seven days a week in control centers.   For discipline and security, all faculty members are assigned on rotational duty. Anti-ragging, anti-smoking, and mobile-free campus policies are all strictly enforced. Ragging in any form is strictly prohibited in the college. Street plays, rallies, and camps by NSS student volunteers are carried out on a regular basis to raise awareness on women's safety and gender sensitivity. There are separate hostel facilities for women with good hygienic and nutritious food. Fire extinguishers are placed in each floor for the purpose of safety. The college campus is equipped with health services which include First Aid Boxes. ID cards are given to students and staff to prevent outsiders from entering the college premises. There are separate cafeterias for men and women, as well as separate entrances to college.

B) Counselling

In the first year of the inauguration celebration, all first-year students must meet with the heads of their respective department and tutors to learn about the colleges' rules and regulations. Counseling services are available to students of both genders at the college.

Students, Faculty, and Staff have their own Grievance Redressal Committees. There is a tutor for every 50 students who will keep track of their academic and personal activities. If necessary, counselling is also provided here. Slow learners who are recognized through this counselling procedure are given extra attention.

C) Common Rooms

For female students, the college has a separate common area with all of the essential amenities. On campus, there is also a specific sick room for girls with a bed and first-aid kit. For common student meetings, there are cafeteria benches and benches beneath various trees. The essential requirements of the whole staff and students are met through common facilities such as the library, canteen, and other key amenities.

D) Day care center for young children

Good parenting is very important for a child's development, but unfortunately, a working-class parent may not be able to provide the appropriate level of care for their child. As a result, amid all of the college's services, a day care centre for its teaching faculty and staff, stands out. The day care facility provides fundamental learning materials as well as recreational activities and a play space for children. It provides a

secure, caring, healthy, and friendly environment for children of faculty and staff.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Link for annual gender sensitization action plan	[View Document](#)

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

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: B. 3 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

**1.	Solid waste management**

Solid wastes are categorized into both biodegradable & non-biodegradable components. Non-biodegradable solid waste generated in the campus include paper, plastic, metal cans etc. Biodegradable wastes include food waste, vegetable peel & leaves etc. "Use and throw" items like plastic cups, plates etc.

used in the college canteen are replaced with reusable items like steel tumblers & plates. Glass, paper & metal wastes is sold for recycling. Food waste & non-biodegradable waste are collected in separate bins. Biodegradable waste are disposed in a vermin-compost unit. Incinerators are used for the disposal of solid waste and sanitary pads. Bottles containing chemicals are sold after usage of chemicals. Empty reagent bottles in good condition are re-used within the laboratory after thorough cleaning and removal of old labels.

2.   Liquid waste management

The Chemistry Department use micro scale based apparatus to avoid large quantity of chemical waste. The acidic and basic nature of liquid waste is measured by its PH value & is collected in the labeled drums or containers in laboratories. According to their nature, they are neutralized and diluted with water to avoid toxicity. Acids are neutralized with washing soda or bicarbonates and then dumped into a large pit that is closed. Chemical waste from the chemistry lab is disposed of by diluting it with additional water. In order to avoid circumstances like water shortage, faculty and students are instructed not to waste water unnecessarily. There are also suitable drainage and wastewater disposal systems in place at the college. Pipelines carry liquid waste to a well specially designed for the same function.

3.   Biomedical waste management

The Bacteria & fungal culture plates are sterilized in an autoclave (moist sterilization) to decontaminate. The same process is followed by sterilization in hot air ovens and disposed of in landfills.

4.   E-waste management

When an electronic product reaches the end of its useful life, it becomes e-waste. The college's e-waste is held in a specific place for an exchange offer of obsolete goods or a low-cost disposal of equipment's. The college looks after the UPS batteries, which are renewed and serviced on a regular basis. To manage e-waste, such as used printers, PCs, CDs, UPS, and so on, the scrap value of the aforementioned is sold and cash is received for the purchase of new goods.

5.   Waste recycling system

Waste water is treated in four phases in the college laboratory. Filtration comes first, followed by the gravity separation procedures. The recycled water is next passed through a layer of fine-pored tiny stones and sand. The second stage is the adsorption process, and the third step is the coagulation procedure. Finally, using lime, hydrochloric acid, and acetic acid, the neutralization technique is employed to lessen the acidic or basic state of the waste water.

File Description	Document
Any other relevant information	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certificates of the awards received	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Details of the Software procured for providing the assistance	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

This is the sole oldest private co-educational college in Tiruvannamalai, Tamil Nadu. Majority of the students that apply for admission to the institution come from the surrounding villages. The admissions procedure is conducted out in accordance with government regulations. Specific allocated seats in each category are filled with great care. The college's statutory committees are well-balanced, having participation from each category. The cooperation of local citizens in significant extension operations is remarkable.

Despite the fact that the college is situated in a rural setting. The college aspires to serve as a catalyst in the community in order to promote peace and national unity. The college holds several programmes on a regular basis to instil ideals of tolerance and peace toward ethnic differences. The towns' council, session court, post office, government hospital, agricultural office, and other government offices actively participate in national development initiatives, national festivals, awareness rallies, and government campaigns. The college campus has flex boards representing environmental awareness, social harmony, togetherness, and values. Such activities have a direct and good influence on the cultural and communal thinking of the society as the prevailing socioeconomic scenario is different from that of Tamilnadu's other developed areas.

Farmers are educated on how to care for their crops in their fields. For efficient management of available water, farmers were exposed to various irrigation technologies. The necessity of soil testing was also underlined for optimal soil health and long-term soil fertility maintenance. Students of the college also volunteer as paralegal volunteers for legal literacy campaigns. A Foundation Course in Human Rights Education is also offered by the college.

Shanmuga Industries Arts and Science College has been implementing a variety of initiatives, such as commemorating eminent personalities' birthdays, National Festivals, NSS, YRC, and other similar activities, to foster an inclusive environment by bringing students and faculty from various backgrounds together on a single platform. These roles aid in the development of cultural, regional, and language tolerance, as well as communal social economics and other distinctions. All students, regardless of their discipline, are required to study about the Indian Constitution and Professional Ethics. Every year, a convocation event is held, in order to encourage, motivate and prepare students for their future. Two important national festivals, which are the Republic Day and Independence Day are celebrated every year in University Head Quarters and its Four Regional centres. Every member of the teaching staff, as well as non-teaching staff and students, pay homage and respect to the national cause.

Days Celebrated	Date
World Environmental day	1 Day (5th June)
Yoga day	1 Day (21st June)
Independent day	1 Day (15th August)
Teachers day	1 Day (5th September)
NSS day	1 Day (24th September)
Gandhi Jayanthi	1 Day (2nd October)
Voters Day	1Day (25th January)

| Republic day | 1 Day (26th January) |
| Women's day | 1 Day (8th March) |

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Shanmuga Industries Arts and Science College organizes activities that strengthen our constitutional values and deepen our allegiance and responsibility towards our nation. The National Service Scheme (NSS) and Youth Red Cross (YRC) are two integral bodies that commit to programmes and activities to inculcate constitutional obligations and patriotism among students and staff.

Programmes instilling citizens' responsibilities

- The college promotes community service by holding blood donation drives on a regular basis. Around 100 volunteers donate blood at every camp. Donation drives for books, food, and clothes are also held on a regular basis. In the college, collection desks are set up, and the goods collected are handed to people from marginalized backgrounds.
- The college renders national service by organizing road-safety awareness programmes routinely. Students are informed about traffic rules and regulations and instill the importance of safeguarding human life.
- To promote a sustainable environment, Swatch Bharat campaigns and Tree Plantation drives are organized. As part of the campaigns, environmentally safe practices such as plastic ban, water conservation, waste segregation, cleanliness and anti-pollution campaigns are implemented regularly. Awareness programme for proper E-waste disposal are also organized.
- Shanmuga Industries Arts and Science College, in collaboration with the West District Disaster Management Authority, developed a Disaster Management Plan for the college to protect human lives and property in the event of a disaster, following the criteria of the Disaster Management Act 2005.
- The college also organizes awareness drive, conferences, and mock drills for disaster management.
- Shanmuga Industries Arts and Science College also hosts "Intellectual Property Rights" lectures to raise knowledge about copyright, plagiarism, patenting, trademarks, and other related issues among staff and students.

Democratic values

- The college enshrines the sovereign and democratic values of our nation by commemorating the

Independence Day and the Republic Day annually. Kite flying festival is celebrated to mark the pride and glory of our nation.

- Constitution Day is celebrated every year in the college and a visit to the Parliament is organized to increase political consciousness among students.
- Army Day is observed to pay tribute to the Indian Army for their relentless service to this nation. Voter's Day and Voter's Awareness Programmes are organized in the college to create awareness of youth towards their constitutional rights and duties. Routine drives are organized to facilitate the issue of voter ID's for students.

Citizens' rights

- Legal rights education programmes are held to raise student understanding of their constitutional rights.
- The college also provides a short-term legal awareness course. Every year, the institution organises and conducts Student Union elections to provide a democratic and secure environment for students to express their concerns.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Every year, the college celebrates National Festivals, as well as the birth and death anniversaries of notable Indian leaders. All religious, national holidays are commemorated on a regular basis at the college in order to encourage students to practice our culture and follow the great values of national leaders.

Independence Day

Every year on August 15th, the college celebrates Independence Day. The student council and staff members assist with various aspects of the function's planning. The ceremony begins with the Chief Guest hosting the flag and a special address by the Guest of honour and the Principal. The highlight of the event is the student council's varied speeches on inspirational topics. The event comes to a close with the distribution of sweets and cherished recollections.

Republic Day

Republic Day is celebrated on 26th January to commemorate the adoption of the constitution. Various ceremonial events, such as flag-hoisting and speeches, are planned to commemorate the anniversary. Human rights and patriotic awareness programmes are held on a regular basis.

International Women's Day

International Women's Day is observed annually on March 8th. Female celebrities are invited to speak to women students of the college. This day is also remembered as a turning point in the struggle for gender equality.

International Yoga Day

Yoga is a Hindu spiritual and ascetic discipline, a part of which, including breath control, simple meditation, and the adoption of specific bodily postures, is widely practiced for health and relaxation. In order to cultivate the practice of yoga among students and staff, the yoga day is celebrated in the campus.

Teachers Day

Dr. Radhakrishnan's birthday is celebrated as Teacher's Day at the college on September 5th. The students plan programmes for their faculty members, and both taken part in a variety of activities. As part of this special event, all teaching and non-teaching staff are taken on a special excursion to a hill station and participate in a variety of activities.

Birth and Death Anniversaries

- Every year on the 11th of December, Mahakavi Subramaniya Bharathiyar's birth day is honored, and on the 12th of September, Mahakavi Subramaniya Bharathiyar's death anniversary is remembered. Students and faculty pay prestigious tributes to great poet Subramania Bharathiyar. Inspired speeches presented by students and staff members honour the various literary inspirations of Bharathiyar.
- Many contests are held for students on the occasion of former Indian President Dr. A.P.J. Abdul

Kalam's birth anniversary on October 15th and death anniversary on July 27th.

- The department of mathematics celebrates Ramanujam Day in a grand mannar, with numerous contests and programmes held on a regular basis.
- On the occasion of Martyrs Day, the college pays tribute to the Father of the Nation in honour of Gandhiji's Assignation on January 30 and Birth Anniversary on October 2nd.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

BEST PRACTICE – 1

Title of the Practice

Enrichment of Students Communication Skills

Action:

Reading the English newspaper is a daily activity provided to students during the last hour of class. The daily practise aims to instil communication skills through reading brief articles, essential news, factual headlines, and motivational quotations on a regular basis.

Objectives of the Practice

The purpose of Newspaper reading is,

- To equip students with good knowledge and understanding skils in English by facilitating them with daily English newspapers
- To encourage students to read newspapers that will help them communicate with others, so

reducing students' fears and apprehensions about communicating in English.
* To encourage students to engage in oratorical competitions so that they can face and converse in English with individuals in their immediate surroundings.
* To improve the confidence level in English among students so that they can achieve their desired goal.
* To improve creativity in English communication using a participative learning method.
* To enable the students to think on high level learning and realize the differences between "pass in exam" and "learning a skill".

The Context

Reading has been shown to help students develop all-around abilities, improve spelling and grammar, and expand their vocabulary. The goal of most writers is to keep their readers interested. They achieve this by varying their language. This is what makes reading in an English language so difficult, because one might come across a wider range of words that he/she wouldn't have heard from individuals speaking that language. Students are given an hour each day to work on improving their language skills. They are given phonetic instruction in order to learn how to pronounce words correctly.

The Practice

The language of teaching in the classroom is only English whereby the College has created a good habit of encouraging students to learn English. Leading English newspapers are made available to students. Reading brief articles, true events such as political strategies, speeches by national leaders, sports news, and other relevant headlines are regularly read. Reading English newspapers thereby helps students develop proper pronunciation and grammar.

Evidence of Success

Students of the college have actively participated and demonstrated their English learning and communication talents through numerous activities, and they benefited from this since they read the newspaper every day. In doing so, the College has a variety of proof of successful events that have been conducted on a regular basis on various occasions as a result of the promotion of such practices.

Problems Encountered and Resources Required

The biggest drawback of reading English newspapers is that it is tough for students because English is not their first language. English spelling is a question of memory. Many English words have the same or almost identical meanings, making it difficult for them to determine which word to use when. Words in a sentence can be stressed differently to modify the meaning of the statement, which is uncommon in other languages. Conjugating verbs is also a nightmare for students learning English as a second language. To address this issue, students were instructed to listen to English news and movies in order to improve their pronunciation.

BEST PRACTICE – 2

Title of the Practice

Tutor - Mentor System

Action:

The Tutor Ward system, which was implemented more than a decade ago, is another distinctive feature of Shanmuga Industries Arts and Science College. A small number of students are allocated to the faculty (from first year till the students complete their degree course). Tutors keep track of their regular activities, including academic and co-curricular accomplishments, and challenges attributable to their interactions. This also aids the tutors in providing a descriptive certificate at the conclusion of the course.

Objectives of the Practice

The purpose of this practice is to inculcate;

- A first line of communication for each student with the tutor and the college.
- Create a sense of oneness among students with the college.
- Detection and minimization of psychological, sociological, and other challenges that students confront while enrolled in classes, or to direct them to professionals for help.
- Empowerment amoung students, so that they become self-aware of their own strengths and weaknesses and to take corrective measures

The Context

The Tutor counsels and advises students as they progress through their undergraduate studies. The tutor gathers personal information from their wards in a subtle manner, bearing in mind that certain subjects may be sensitive, while taking extra precautions to verify that any information supplied by the ward is of his/her own free choice. This is done so that the tutor is aware of the circumstances around her/his wards and can provide appropriate help.

The Practice

- When the students enter the college, they get lost in the crowd with too many students in the same class coming from different backgrounds. These students face stress of complex course, peer pressure, and emotional immaturity. Therefore, it is the need of the hour to intervene and introduce mentorship program to this vulnerable group.
- Each faculty member mentors a group of 25 to 35 students assigned to him or her by the Department Head. Those faculty will continue to be Tutors for the same set of students until they graduate.
- The Tutor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counseling to the wards.

- Critical issues are brought to the notice of the Head of the Department.
- Each faculty member interacts with their wards informally outside of class hours and advises them on career prospects.
- A documented record of the tutoring process is maintained by the tutor and the Head of the Department for reference purposes.

Evidence of Success

This practice has improved students' attendance and, as a result, their academic performance. The method assisted in identifying certain students who needed counselling, and these students were counselled by the department head and principal. Many of the issues that students have experienced have been brought up in meetings with their tutors, and they have been handled by the concerned faculty members and management (if required).

Problems Encountered and Resources Required

Efforts have to be made to inculcate sense of guardianship in the faculty members for increased effectiveness of the "Tutor - Mentor System". Making the students realize the importance of sharing their problems / issues with their respective Tutors.

Human Resources:	Material resources:
1. Tutor - Teacher	Students Personal Record
2. Ward – Students	

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Distinctiveness of our Institution:

In terms of distinctiveness, we structured our mission statement as follows: ''To empower students from diverse backgrounds by accelerating and optimizing effective teaching and learning via exceptional knowledge and the combination of theory and experimentation.' With, equality, value, and quality

education via dedication, concern, and care for the benefit of students and society, by utilizing every single resource-physical, capital, and human-in the most effective and economical manner to produce a perfect model of 'total educational development.'

Area of Distinctiveness: Providing Higher Education to students from diverse background.

We find the following diversity among the students that need to be addressed

1.   To educate the students from rural background

2.   To improve the knowledge of students who scored average marks in Pre exams

3.   To equip economically backward students with cognitive and soft skills

4.   To educate the students from other states

5.   To inculcate gender sensitization among students

6.   To develop integration in culture and religions

The college has carefully prepared and implemented the following action plans in order to address the aforesaid characteristics of diverse backgrounds of students towards total educational development.

Plan 1: Students from Rural Background

In order to eradicate fear and anxiety of college education and improve self-confident among first generational learners and students, various motivational and inspiration speeches are organised by the college. Renowned entrepreneurs and expert speakers are invited for this purpose.

- Special value added courses have been organized to improve experimental learning through different skill enhancement aspects.(i.e., ILM, FARAS for Spoken English, TALLY for Skill Development and CMA for Management Skill Development)
- Continual encouragement to students to enable them to participate in various co-curricular and extracurricular activities where they can acquire exposure to latest technology linked to their subject.
- Students are actively involved in different intra and inter-departmental activities offered by the college, such as seminars, conferences, workshops, quiz programmes, and so on.
- Students are encouraged to attend a variety of industrial trips in order to learn about the current industry trends. This experience helps to close the gap between the classroom and the real world.
- Students are taught how to plan and organize a variety of events in order to strengthen soft skills including leadership, time management, and teamwork.
- To deliver course content to students, new teaching-learning strategies are used, in which the teacher or facilitator determines the outcome in each class and ensures that the delivered content or outcome reaches all students (task-based learning, e-learning, web-based learning, blogs, and so

on).

Plan 2: To improve the knowledge of students who scored average marks in Pre-exams

- Providing orientation and bridge courses to new UG and PG students helps them become familiar with the college culture while also preparing them for the challenge ahead of them.
- The tutor in charge forms several groups based on their students' learning levels. Students in such groups are classified according to their learning capacities; such slow learners, moderate learners, and advanced learners. Students who require professional assistance are counselled one-on-one. In accordance with this, remedial and coaching classes are also held.
- Students are also offered special guidance along with easier study materials. Students are given a special tutorial classes to help them enhance their collaborative and participatory learning. In such sessions, group discussions, quizzes, role plays, and other creative teaching approaches are planned. The practise also defines and creates a Peer-to-Peer teaching platform, which enables advanced learners to teach slow learners.

Plan 3: To equip economically backward students with cognitive and soft skills

- Providing Scholarship to the students from weaker economic section.
- Scholarship for meritorious students.
- Facilitating Government scholarships for SC/ST and Uzhavar Scheme
- Providing time bound relaxation for paying Tuition fees.
- Students are allowed to "earn money while studying".

Plan 4: To educate the students from other district and states

- Separate hostel facilities and distinct food facilities are available for students from other district and states.
- Other district and state students are encouraged to celebrate their cultural fest with traditional costumes and practice.

Plan 5: To inculcate gender sensitization among students

- To instil gender sensitivity among its students, the college organises periodic gender sensitization and awareness programmes. A variety of tailor-made programmes and facilities are also available.
- Men and women students have their own common rooms, sick rooms, recreation rooms, and special counseling facility.
- An exclusive internal complaint cell is available for the protection of women students from sexual harassment.
- Exclusive women development cell is established, through which various programmes on mental

health and wellbeing are carried-out.
* There have been health rejuvenation programmes, motivating presentations on entrepreneurship development, and discussions on the benefits of terrace gardening. Various hands-on training programmes in doll and jewellery making, as well as food melas and boutique stalls, are organized.
* Students are encouraged to participate in extracurricular activities such as boxing and silambattam.

Plan 6: To develop integration in culture and religions:-

* Students are encouraged to celebrate various religious festivals on campus. (For example, Samathuva Pongal, Ayutha Pooja, and so on.)
* Students are inspired in a variety of ways to help them appreciate the world of arts, music, and literature.

Shanmuga Industries Arts and Science College thus creates a distinct approach in adhering to its vision and mission statement while also contributing to the nation at large through such activities.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)
Link for any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

Our Shanmuga Industries Arts and Science College was started in the academic year 1997-1998 to provide higher education for the students from rural and urban areas in Tiruvannamalai District. Achieving our Vision and Mission gradually enhancing the culture of the society. Our institution is situated in the rural area of Tiruvannamalai District. Initially our college was affiliated to University of Madras and now it is affiliated to Thiruvalluvar University. We are maintaining good rapport with the parent university.

College enjoys a healthy and positive amiable relationship between faculty and the students. Girl students enjoy equal access to resources without bias. Institution is proud to report about the non occurance of ragging/sexual harassment in the campus.

Yoga and Meditation practices was in practice in our campus. Value education as a part of our curriculum. College is one of the leading institution which bag university ranks every year and the medals. Programme for voters and women students held every year in our campus for the benefit of our students.

Inspiration quotes were displayed on the notice board in the entrance of the college main building. Poets, Dramatists, Novelists, Patriots and the freedom fighters birth and death anniversaries were commemorated in our college.

Faculty taking an active participation in the Board of studies meeting conducted by the affiliated university and offers valuable suggestion for the improvement of the curriculum.

During the COVID pandemic, our students and the faculties have gone for online class which is an alternative option for classroom teaching that has enhanced the opportunity for a greater experience through the virtual classroom.

Concluding Remarks :

Shanmuga Industries Arts and Science College was founded by the philanthropists with a high profile to impart education to transform rural underprivileged learners in academic excellence and skill to meet the challenges of the world. Its high held throughout reigning supremacy in education by achieving its goal to inculcate higher education for the rural society.

Preparing Self Study Report has given us an opportunity to introspect and indulge in critical aspect of our strengths, weakness, challenges and the opportunities that are ahead of us. Preparation helps us to plan new proposals for the future growth and the development and the team of IQAC have prepared SSR

Various committee coordinators, The HOD's of various disciplines staff and students have extended their cooperation for the successful completion of the Report. Through our Institution more than 25000 of buds were blossomed as graduates and the flowers who are now giving their fragrance in the society as officials. College imparts academic education activities but also it inculcate cultural values, secularism and leadership qualities.

Enrolment ratio is always achieved 90% against the intake. The college has a very good infrastructure and

support facilities with good library and laboratories. The Alumni of the college contribute generally for the growth and development of the institution. The college shows keen interest in participating government sponsored programmes and activities. Institution maintains very good relationship with stakeholders and maintains a number of welfare programme for the staff and students

Departments conducts seminars, workshops and the webinars at regular intervals. The student support services, caters to the needs of under privileged students. Our students excel not only in academic but also in sports, getting laurels to the institution regularly.

We prepare the students with knowledge, skills and competencies of demand in their approach with value based education. College has a well efficient and a visionary management promoting de-centralized, participative governance.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.4.3	**Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)** 2.4.3.1. **Total experience of full-time teachers** Answer before DVV Verification : 1527 Answer after DVV Verification: 1127 Remark : DVV has excluded experience of teachers appointed in February 2021.
3.1.2	**Percentage of teachers recognized as research guides (latest completed academic year)** 3.1.2.1. **Number of teachers recognized as research guides** Answer before DVV Verification : 11 Answer after DVV Verification: 00 Remark : HEI has not shared relevant supporting document.
4.1.3	**Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*** 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 104 Answer after DVV Verification: 18 Remark : DVV has made the changes as per considered geotagged photos.
4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)** 4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>132.29</td><td>239.41</td><td>54.75</td><td>56.33</td><td>89.58</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>23.48</td><td>42.9</td><td>60.02</td><td>65.21</td><td>165.8</td></tr></table> Remark : DVV has made the changes as per shared audited statement of Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs) by HEI.

4.2.2	**The institution has subscription for the following e-resources**
	
	    1. **e-journals**
	    2. **e-ShodhSindhu**
	    3. **Shodhganga Membership**
	    4. **e-books**
	    5. **Databases**
	    6. **Remote access to e-resources**
	
	    Answer before DVV Verification : A. Any 4 or more of the above
	    Answer After DVV Verification: B. Any 3 of the above
	Remark : DVV has select B. Any 3 of the above as per shared report by HEI.

4.2.4	**Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**
	
	    4.2.4.1. Number of teachers and students using library per day over last one year
	    Answer before DVV Verification : 717
	    Answer after DVV Verification: 143
	
	    Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**
	
	    5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.
	    Answer before DVV Verification:
	<table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>1</td><td>34</td><td>54</td><td>43</td><td>37</td></tr></table>
	    Answer After DVV Verification :
	<table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>0</td><td>21</td><td>53</td><td>35</td><td>26</td></tr></table>
	    Remark : DVV has excluded participation certificates.

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).** **6.3.4.1. Total number of teachers attending professional development Programmes viz.,**

Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
29	28	04	01	01

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16	19	02	01	00

Remark : DVV has excluded teachers undergoing online / face to face FDP less than a week (5 days).

7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has select B. 3 of the above as per shared report of Water conservation facilities available by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: TABLE_1_1_BEFORE Answer After DVV Verification: TABLE_1_1_AFTER
1.2	**Number of programs offered year-wise for last five years** Answer before DVV Verification: TABLE_1_2_BEFORE

Answer before DVV Verification (1.1):

2020-21	2019-20	2018-19	2017-18	2016-17
982	939	934	925	905

Answer After DVV Verification (1.1):

2020-21	2019-20	2018-19	2017-18	2016-17
408	408	408	408	408

Answer before DVV Verification (1.2):

2020-21	2019-20	2018-19	2017-18	2016-17

41	41	40	39	35

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
26	26	26	26	26

2.1	**Total number of classrooms and seminar halls** Answer before DVV Verification : 104 Answer after DVV Verification : 18
2.2	**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)** Answer before DVV Verification: table1 Answer After DVV Verification: table2

For 2.2 — Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
654.22	865.96	855.39	910.11	1028.75

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
417.93	865.96	676.83	701.82	708.65

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