



## YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
<b>1.Name of the Institution</b>	<b>SOURASHTRA COLLEGE</b>
• Name of the Head of the institution	<b>N. H. SARAVANAN</b>
• Designation	<b>PRINCIPAL (i/c)</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone No. of the Principal	<b>04522370872</b>
• Alternate phone No.	<b>04522370872</b>
• Mobile No. (Principal)	<b>9486506566</b>
• Registered e-mail ID (Principal)	<b>mathssaravanan@gmail.com</b>
• Address	<b>Sourashtra College (Autonomous), Vilachery Main Road, Pasumalai post, Madurai-625004</b>
• City/Town	<b>Madurai</b>
• State/UT	<b>Tamil Nadu</b>
• Pin Code	<b>625004</b>
<b>2.Institutional status</b>	
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>06/09/2011</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>
• Financial Status	<b>Grants-in aid</b>
• Name of the IQAC Co-ordinator/Director	<b>Dr T.D.VENKATESWARAN</b>
• Phone No.	<b>04522370872</b>
• Mobile No:	<b>9842191957</b>

• IQAC e-mail ID	<a href="mailto:iqacsoucollege@gmail.com">iqacsoucollege@gmail.com</a>
3. Website address (Web link of the AQAR (Previous Academic Year))	<a href="http://www.sourashtracollege.com/IQAC_Report.aspx">http://www.sourashtracollege.com/IQAC_Report.aspx</a>
4. Was the Academic Calendar prepared for that year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.sourashtracollege.com/images/calendereight.pdf">http://www.sourashtracollege.com/images/calendereight.pdf</a>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.58	2013	23/03/2013	22/03/2018
Cycle 3	B+	2.74	2019	28/03/2019	27/03/2024

6. Date of Establishment of IQAC 01/11/2006

7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	<a href="#">View File</a>
9. No. of IQAC meetings held during the year	3
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No

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

1. Submission of NIRF-2021 data 2. Submission of AISHE 2020-21 3. Assisted Dean Office to conduct the XI-Academic council meeting to be held on 31-03-2021 4. IQAC conducted a FDP programme on "E-Content Development" on 16/4/2021 to enhance online teaching learning 5. IQAC conducted a FDP programme on "Power your presentation" on 22/4/2021 to enhance online teaching learning

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
1. To submit data for NIRF-2021 2. To submit data for AISHE-2021 3. Planned to implement outcome based curriculum 4. Aimed to prepare AQAR report for the year 2020-21 5. Planned to conduct FDP programme to Teaching staff to enhance online teaching	1. NIRF2021 report is submitted on time 2. AISHE portal is open from 1st Dec'2021. Data uploading process is going on. 3. Academic council meeting held on 31-03-2021 to approve the first year UG/PG Outcome based curriculum , which is to be implemented from the academic year 2021-22 onwards 4. AQAR data uploading process is going on for the year 2020-21 5. Two FDP programmes organized by IQAC (a).E-Content Development on 16/4/2021 (b) Power your presentation on 22/4/2021

<b>13. Was the AQAR placed before the statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
STAFF COUNCIL MEETING	13/01/2022
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Year</li> </ul>	
Year	Date of Submission
01/06/2020	24/02/2022

### Extended Profile

<b>1. Programme</b>	
1.1	25
Number of programmes offered during the year:	
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2. Student</b>	
2.1	1982
Total number of students during the year:	
<b>File Description</b>	<b>Documents</b>
Institutional data in Prescribed format	<a href="#">View File</a>
2.2	701
Number of outgoing / final year students during the year:	
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3	680
Number of students who appeared for the examinations conducted by the institution during the year:	
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3. Academic</b>	
3.1	647
Number of courses in all programmes during the year:	
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2	123
Number of full-time teachers during the year:	
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.3	128
Number of sanctioned posts for the year:	
<b>4. Institution</b>	
4.1	285
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	76
Total number of Classrooms and Seminar halls	
4.3	320
Total number of computers on campus for academic purposes	
4.4	31057241
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

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

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

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	Nil

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

24

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

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

647

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

#### 1.2 - Academic Flexibility

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

0

File Description	Documents

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

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

25

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

### 1.3 - Curriculum Enrichment

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

Yes. Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum. The list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum uploaded in the report.

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

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

2

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

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

40

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

266

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

B. Any 3 of the above

File Description	Documents
Provide the URL for	<a href="http://103.26.108.73/documents/Student%20Feedback%20Form.pdf">http://103.26.108.73/documents/Student%20Feedback%20Form.pdf</a>

stakeholders' feedback report	
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>C. Feedback collected and analysed</b>
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File Description	Documents
Provide URL for stakeholders' feedback report	<a href="http://103.26.108.73/Documents/Student%20Feedback%20Form.pdf">http://103.26.108.73/Documents/Student%20Feedback%20Form.pdf</a>
Any additional information	No File Uploaded

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

576

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

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

353

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

### 2.2 - Catering to Student Diversity

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

students are classified into 3 groups viz., slow learners, average learners & advanced learners based on:

1. The marks obtained in +2 public examinations
2. The continuous assessment in the internal tests, Class tests, quiz and Assignments
3. Performance in the External examinations

Slow learners and Average learners are given the following training programmes

1. Remedial coaching
2. Writing practice
3. Counseling through Parents-Teachers meeting
4. Frequent absentees are dealt by sending SMS and letters to their parents
5. Through Mentor-Mentee relationship, the students are given counseling to their personal and academic problems.

Advanced learners are given the following programmes:

1. The students are motivated to join MHRD sponsored MOOCs online courses organized

by SWAYAM, NPTEL, etc.,

2. The students are motivated to participate in the co-curricular and extracurricular activities conducted in the campus and also in the neighboring colleges

3. The students are trained to organize inter and intra collegiate academic cum cultural events in the campus so as to extract their hidden talents like personality development, leadership quality, etc.,

4. Placement training given to these students and motivated to attend placement drive both on-campus and off-campus.

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

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

Year	Number of Students	Number of Teachers
01/06/2020	1982	123

File Description	Documents
Upload any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

#### 1. Experiential Learning

(i) Project work is essential for each programme and carried out by a team of 2 students under the guidance of teachers.

(ii) Students are motivated to do Internship or Field Projects in industry to provide exposure to industrial work culture.

(iii) Guest Lecture by eminent experts from industry and academics from across the world are organized to supplement the teaching process

#### 2. Participated Learning

(i) Team work : The Patriotic, Social and Health awareness activities through NCC and NSS

Institutional social responsibility activities through various club like Youth Red Cross (YRC), Red Ribbon Club (RRC), Citizen Consumer Club (CCC), World University Service (WUS), Fine-Arts club, etc.,

(ii) Village Adoption, Tree plantation, Swachh Bharat camp to help the students to learn art of living in a team for Social and community welfare.

#### 3. Problem solving Methodology

(i) Case study method is adopted in teaching learning process to make the students have logical thinking and practical knowledge to develop problem solving ability.

(ii) Students are given opportunity to discuss their problems in the class. It makes the students to view the problems in different dimensions and obtain different solution strategies.

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

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

- The classrooms and Labs are ICT enabled with LCD projectors installed and the

campus is enabled with high speed wifi connection.

- The faculty use various ICT enabled tools to enhance the quality of teaching-learning like

1. Google classroom is used to manage and post course related information- learning material, quizzes , lab submissions and evaluations, assignments, etc.
2. Practicals are demonstrated and presented to students using Google meet.
3. Online drawing tools like concept maps, mind maps, are used to perform student centric activities.
4. The online classes are conducted using Power-Point Presentations with animations and simulations to improve the effectiveness of the teaching- learning process.
5. Media lab facility is used to create video lectures and upload in appropriate platforms for students to use as extra learning resources.
6. Lab manuals are mailed to students well in advance the experiment is performed.
7. Online quizzes are conducted to make the students for active participation.
8. To teach mathematical subjects in online mode, teachers have used various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc.
9. Study materials are developed using E-content by the subject teachers and distributed to students through e-mail or whatsapp or Google class-room

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

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

#### 2.3.3.1 - Number of mentors

123

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

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

#### Process:

At the beginning of each academic year an academic Calendar is prepared for whole year for all the programmes. It covers the name & designation of teaching faculty of various departments, Convenor & members of various clubs, Lab rules, Discipline to be maintained in the campus, Working days, Internal tests, External examinations, holidays etc. Academic calendar is approved by the principal and released to the students and staff

A general time table is prepared for all programmes. The faculty members of each department are required to prepare and submit the teaching plan based on the course syllabus. Teaching Plans are submitted to IQAC. Teaching is conducted as per the teaching plan. Revisions or remedial sessions are conducted by the faculty as per the need.

#### Deployment:

The process of Academic Calendar, Time Tables, Teaching plan are followed for all UG as well as PG programmes.

#### Benefits:

Each faculty follow the teaching plan and if necessary, they can shuffle their topics in the teaching plan. The Academic Calendar helps students getting the full visibility of events that would happen during the year. The advance release of Academic Calendar helps the students to plan their activities for a successful execution.

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

### 2.4 - Teacher Profile and Quality

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

123

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

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

85

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

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

13

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

**2.5 - Evaluation Process and Reforms****2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

28

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

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

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

The IT integrations has modernized the entire examination process and has speeded up the functioning mechanism, while making the whole process more transparent. The office of the Controller of Examinations of the College invests every effort to maintain confidentiality of the question papers received from both internal and external examiners. Apart from End Semester Examinations (ESE), students are evaluated through Continuous Assessments (CA) process in the form of internal theory examinations, seminars, Assignments, quiz, etc., help students to improve their performance and provide enough scope to the teachers to monitor the progress of students on a regular basis.

The office of the Controller of Examinations conducts meetings with the Heads of departments for smooth functioning of the examination system of the College

The advantages of IT integration and reforms in the examination procedures are:

1. Minimize human error
2. It helps to identify Top rankers and Failures very easily
3. Automation of Result analysis helps to enhance the quality of teaching and learning process
4. The publication of Results is very fast due to automation, which helps the final year students to go for higher education in reputed institution and also got placement in reputed organizations.

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

## 2.6 - Student Performance and Learning Outcomes

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

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

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="http://103.26.108.73/documents/From%20Dean/1.1.1.pdf">http://103.26.108.73/documents/From%20Dean/1.1.1.pdf</a>

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

Outcome based education will be implemented from the academic year 2021-2022. Attainment of Programme Outcomes and Course Outcomes will be evaluated after completing the course and programme.

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

## 2.6.3 - Pass Percentage of students

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

613

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

## 2.7 - Student Satisfaction Survey

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

<http://103.26.108.73/documents/Student%20Feedback%20Form.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

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

The institute provides necessary infrastructural facilities and a conducive environment to promote research activity in the campus. Due to limited resources, the institute may not be able to fund all the research activities taken up by the faculty and students. Faculty members are encouraged to apply for various funding agencies and pursue their research. Commerce, Business Administration and English Departments are promoted as Research centers by the Madurai Kamaraj University. Full-time and part-time research scholars are allotted by the University to pursue their research work in these centers under the guidance of the college faculty. The Research Centers are provided with necessary software and computing facilities for carrying out research activities. A research committee is constructed comprising the Dean for Research, Heads of respective department and subject expert(s) of the department. This committee also monitors the impact of research and consultancy and ensures non-violation of research and consultancy ethics, professional ethics, plagiarism checking of research articles. The faculty and students are encouraged to present their ideas / project proposals before the research committee. The faculty are given freedom to choose the research area of their choice and guidance is given to seek funding from various funding agencies and industries.

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

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

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

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

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

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

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

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded

Any additional information	No File Uploaded
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### 3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

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

15

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

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

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

### 3.3 - Innovation Ecosystem

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

The Institution provides a conducive environment for promotion of Innovation. Required facilities are provided and Guidance is extended to the students. Students are encouraged to involve in the application of Technology for societal needs. Workshops, Seminars, Webinars and Guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field. Product service training is provided for creating awareness on marketing the products.

The research guides of the research centres, Commerce, Business Administration and English . promote research activities through their Research scholars. The Research scholars publish innovative Research papers at the State/National/International level During the last three years 15 PhD's are produced by the research centers The various departments conduct Conference, Seminar, Webinar, Workshop promoting innovative ideas at the National and International level and get inspiration about innovations. The annual performance appraisal system encourages faculty to enhance their teaching, research and administrative skills, as well as social services to the desired level of promotion. Faculty members are encouraged to undergo Refresher courses and participate in Conferences, Seminars and Workshops. Leave is granted to participate in such events. Teaching staff are encouraged to enhance their qualifications and pursue part-time PhD programmes.

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

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

4

File Description	Documents
Report of the events	<a href="#">View File</a>

List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.4 - Research Publications and Awards</b>	
<b>3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded
<b>3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year</b>	
<b>3.4.2.1 - Number of PhD students registered during the year</b>	
4	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year</b>	
13	
File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	<a href="#">View File</a>
<b>3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year</b>	
4	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
<b>3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed</b>	
<b>3.4.5.1 - Total number of Citations in Scopus during the year</b>	
2	
File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>
<b>3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science - h-Index of the University</b>	
<b>3.4.6.1 - h-index of Scopus during the year</b>	
2	
File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>

Any additional information	No File Uploaded
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### 3.5 - Consultancy

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

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

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

The college organizes a number of extension activities to promote institute-neighbourhood community to sensitize the students and staff towards community needs. The students and staff of our college actively participate in social service activities leading to their overall development. College Principal collected donations around one lakh from teaching and non-teaching staff of our college and distributed rice and groceries pocket of worth Rs 1000 to nearby villages to the needy people during the covid lock down period. Corona awareness and corona restrictions also detailly explained to the village people. All these mentioned activities have positive impact on the students and staff and it developed student community relationship, leadership skill and self-confidence of students and staff. It also helped in cultivating hidden personality of students and staff and create awareness among students and staff.

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

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

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

#### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS

**Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**

45

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

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

3955

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

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

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

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

3

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities****4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.**

The institution ensures adequate availability and optimal utilization of physical infrastructure to create an environment of excellence in education' through technologically advanced pedagogical tools. At the beginning of the academic year need-assessment for replacement / upgradation/ addition of the existing infrastructure is carried out based on the suggestions from Heads of the Departments, lab technicians and system administrator after reviewing computer-student ratio, budget constraints, working condition of the existing equipment and also students'grievances.

The Planning committee plans the requirements regarding classrooms, laboratories, furniture and other equipments. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator. The optimal utilization is ensured through encouraging innovative teaching -learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,. It is used as an examination centre for Bank Recruitment examinations, Government examinations/University Examinations like NEET, TNPSC, SET, NET, etc. Academic,

Physical and Computing facilities available in the campus are updated in the supporting document.

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

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

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

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

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

21

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

31057241

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

4.2 - Library as a Learning Resource

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

ROVAN VERSION 2.0 INTEGRATED LIBRARY MANAGEMENT SYSTEMS PARTIALLY IMPLEMENTED IN THE YEAR 2017

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

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

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

13820

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

year (Data Template)	Uploaded
<b>4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)</b>	
<b>4.2.4.1 - Number of teachers and students using the library per day during the year</b>	
12	
File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>4.3 - IT Infrastructure</b>	
<b>4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities</b>	
<p>The IT Policy of the college covers relevant ethical aspects of internet use on the campus and instructs all stakeholders on how the network facilities of the college may be used in accordance with the existing laws and regulations of the nation. Users of network facilities on the campus are required to agree not to use the same for illegal or unethical activities. They are also required to refrain from any activities resulting in compromising the data security and integrity of the cyber infrastructure of the institution. The policy is regularly revised and the latest version is available on the college website. Any monetary or other damage arising from not following the rules stipulated in the policy will be deemed as the liability of the user responsible for the same.</p> <p>Allocated Budget for updating IT facilities : Rs 2,51,841</p>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
<b>4.3.2 - Student - Computer ratio</b>	
Number of Students	Number of Computers
1982	380
File Description	Documents
Upload any additional information	No File Uploaded
<b>4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus</b>	A. $\geq 50$ Mbps
File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded
<b>4.3.4 - Institution has facilities for e-content development:</b>	C. Any two of the above
Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)</b>	
31057241	

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

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

Our College has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The IT facilities of the College are effectively maintained by an AMC with TLS Services, Madurai. The College has an Electrician and a Plumber and they undertake all electrical and plumbing related works. There is sufficient number of supportive Staff to maintain and clean the Campus, class rooms and furniture and all such activities are coordinated by the Superintendent of the Administrative Office. The library Staff maintain the stocks and cleanliness and create a conducive atmosphere for the students and teachers to dwell deep into the treasure of books. There is an agreement with ROVAN Software Systems to maintain the Library software periodically. The Department of Physical Education maintains the equipments and the play grounds with the help of a marker and a management Staff. CCTV camera is installed in various locations of the College to monitor routine happening in the campus. Science laboratory equipment is maintained by the lab Staff and if needed they utilize outside services too. A gardener is available to nurture the plants and saplings in the campus.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freships provided by the Government during the year

629

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

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

20

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

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

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

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

0

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

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

A. All of the above

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

## 5.2 - Student Progression

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

75

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

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

60

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

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

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

0

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded

## 5.3 - Student Participation and Activities

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

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

Our College has an active Student Council comprising of student representatives from all programmes. The Heads of the departments communicate to the students through their class representatives about the current academic and administrative updates of the college. Students representation are encouraged in academic bodies such as Board of Studies and Academic Council. Various Clubs and their innovative activities provide a platform for the students to think 'out of the box'. Students are given responsibilities in various committees viz., Department Associations, Placement Coordination Committee, Organizing Committees of Seminars, Conferences and Workshops, to inculcate leadership qualities based on their capabilities. Six units of NSS and one unit of NCC coordinate with the Principal to monitor and administer student-oriented activities of the college. The Programme Officers and volunteers of NSS units and the Officers and cadets of NCC also contribute their services to the smooth conduct of functions in the college. Blood donation is one among the best life saving practices in the college. The NCC/NSS/YRC/RRC students are given opportunities to do social service in nearby villages. The students participate in many social awareness programmes such as Swach Bharat, Environment protection and Health Care.

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

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

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

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

**NIL**

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

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

File Description	Documents
Upload any additional information	No File Uploaded

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### 6.1 - Institutional Vision and Leadership

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

**Vision:**

We envisage the steady progress of the grass roots of the society in general, and to uplift the economically, socially and educationally backward Sourashtra youth in particular, by providing a conducive environment to prepare for their successful take-off in their careers and also in real life as responsible citizens of India.

**Mission:**

Our objective is to work as an ensemble with a commitment to inspire our students to acquire physical strength, intellectual curiosity and moral integrity.

**Quality Policy:**

To provide value based quality education maintaining pace with changing technology to produce competent and skilled professionals ready to accept global challenges.

**Quality Objectives:**

1. To inculcate the Motto "Excel and Prevail."
2. To imbibe quality consciousness at all levels of the staff.
3. Strict NO to compromise with quality.
4. Strive to do still better.

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

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

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc., with the help of members of the College Staff Council. The Staff Council of the College discusses matters related to teaching and administrative staff and decisions are taken at these levels and act accordingly. For example, to conduct international conference and seminar etc.

**Objectives:**

- To bring together contributions from all traditional and non-traditional fields of humanities, social science, commerce, science and technology.
- To create awareness about the present and future scenario of the respective fields.

**Approval from Higher Authorities:**

Generally, all the major decisions are taken by the Principal and Management of the College. The principal formally would forward this proposal in the meeting of the Executive Council of the Managing committee, which was discussed by the members of the Managing committee and then sanctioned.

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

**6.2 - Strategy Development and Deployment**

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

**Strategy Type**

**Details**

**Teaching and Learning**

Teachers are encouraged to introduce novel teaching methods. Besides regular teaching and learning process, the students and staff are encouraged to get registered for NPTEL courses.

**Curriculum Development**

Measures are taken to implement the Outcome Based Education (OBE) pattern in the oncoming academic year.

**Admission of Students**

A committee, chaired by the Principal, with representation from downtrodden community prepares the admission policy based on the reservation policy of the Government of Tamil Nadu.

#### Industry Interaction / Collaboration

The institution interacts with many industries and this helps students to undergo inplant training, short term projects, on-the-job training.

#### Human Resource Management

The students are given knowledge and skill to meet the external requirements. Value based education are being taught to make the students technically and morally strong.

#### Library, ICT and Physical Infrastructure / Instrumentation

Our College Library has around 63000 text, reference and competitive examination books.

#### Research and Development

The college has one research centre in the Department of Commerce. A number of articles have been published in Journals with high impact factors.

#### Examination and Evaluation

The examination calendar is prepared at the beginning of every academic year and the results are published on time.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The success of the institution is the result of the combined efforts of the Management Committee, the staff (teaching and non teaching) and the students. 1. Management committee: The college has a good infrastructure. The management provides the requirements of the college and always think ahead, shows interest in updating the staff members. The main concern of the management is to bring forth students with human values. 2. College Governing Council: College Governing Council takes care of financial management and the implementation of facilities for the institution. It tries to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. 3. Staff Council: The principal is the president of the Sourashtra College Staff Council. The council consists of the principal, heads of the department, non-teaching staff representatives and the teachers with additional responsibilities. 4. Parent-teacher Meeting: 'Parents-Teachers meeting' is conducted by Parents-Teachers Association every year. It is to provide and receive feedback from the parents. 5. Value Education: Value Education paper is introduced in each department. It is an attempt to help the students to inculcate human values 6. Participation of Student representatives: Two student representatives from each department participate in Board of Studies meetings.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded

Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

#### Welfare schemes for Teaching & Non-teaching staff

- Thrift and savings schemes.
- Maternity and adoption leave as per Government guidance.
- Canteen facilities.
- Staff Welfare Fund.
- RO Drinking Water Facilities and Festival advance without interest.
- The Institution has 24 X 7 security guards. Security staffs are stationed near the student's vehicle parking area. One near the staff vehicle parking area and other at the entrance of the college in order to prohibit outsiders entering the college.
- The faculty members are provided with Employees State Insurance facility through which the staff and their families can avail treatment at free of cost.
- Each and every block has one sweeper to maintain the classroom hygiene.
- The Staff Association organizes tours and get-together every year to develop a cordial relationship.
- Banking facilities.
- 24X7 Power backup facility.
- G.P.F facility
- Group Insurance Scheme for teaching and non teaching staff
- Gratuity to Teaching staff
- Teachers' Welfare Fund
- Arrangement of Personal loans from Bank
- Provision of ex-gratia payment for third and fourth grade employees in the case of serious illness or death
- Provision for reservation exists in admissions for the wards of teaching and non-teaching staff
- Free uniforms for class IV employees

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

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

0

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

55

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

#### 6.4 - Financial Management and Resource Mobilization

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

At the end of every financial year, the accounts of the college is audited by internal and external auditors .Then it is presented before the College Council members in the general body meeting. The college follows a transparent system of submitting accounts to the authority. The internal audit is done by Mr. B.R.Chandrasekaran, Chartered Accountant ( Membership No: 020619). The external audit is done by The Joint Director of Collegiate Education, Madurai Region. Once in Ten years , the college accounts are audited by a team from Accountants General, Chennai, Tamil Nadu.

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

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

347447

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

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

Sources of funds are as follows:

1.Fees: Tuition & other Fees are charged as per the university and government norms from students of various Aided and self financed courses.

2.Salary Grant: The College receives salary grant from the State Government. This grant includes salaries of the Full Time Permanent teaching and non-teaching staff as well as part-time teachers working on Aided posts.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. So we receive grants from the UGC for the development and maintenance of Infrastructure, upgrade of the Learning Resources and Research.

4. We received fund from Stakeholders, non-government bodies, individuals and Philanthropists.

Our resource mobilization policy and procedures are as follows:

1. The institution set up a Finance Committees as per the UGC guidelines for planning the budget for the autonomy grant of Rs.20 lakhs sanctioned by the UGC

2. The Finance Committee, conducts a meeting and forward its budget proposal to the Governing body

3.Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly .

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

#### 6.5 - Internal Quality Assurance System

##### 6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance

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

#### Internal Quality Assurance Cell (IQAC)

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the Institutions.

The objectives of the IQAC are:

- To ensure continuous improvement in the entire operations of the Institution.
- To ensure stakeholders connected with Education, namely parents, teachers, staff, employers, funding agencies, society in general, of its own quality and probity.

#### Benefits

IQAC will facilitate / contribute:

- To ensure a heightened level of clarity and focus in institutional functioning towards quality enhancement and internalization of the quality culture NAAC for Quality and Excellence in Higher Education.
- To promote measures for the functioning of the Institution towards quality enhancement through initialization of quality culture and Institutionalization of best practices.

#### Functions

- Arrangement for feedback responses from students, parents and other stakeholders on quality related processes of the institution.
- Documentation of the various programs/activities leading to quality improvement.

#### Strategies of IQAC

1. Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
2. The relevance and quality of academic and research programmes.
- 3.. Optimization and integration of modern methods of teaching and learning.

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

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

IQAC being the central body within the college monitors and review the teaching-learning process regularly. Based on feedback various innovative activities and reforms were introduced. The improvements based on feedback implemented are:

A) IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes:

The standard methods of teaching, learning, and evaluation which are proven over the years are being followed.

Academic Calendar: Based on the College Academic Calendar the Institute schedules the academic calendar well in advance from the beginning of the year with ample time frame for not only the regular teaching-learning process but also to accommodate the various events like seminar/ guest lecture/ workshops/ FDP's/ Hands-on-series and many more.

Preparation of Lesson Plan for each Semester: The lesson plan is prepared by the faculty members for all the subjects that they are going to teach in the particular semester.

Student learning outcomes: The institute monitors the performance of the students regularly. It has specified procedure to collect and analyse data on student learning outcomes.

- Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Semester system of examination for all courses.

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

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

A. Any 4 or all of the above

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

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

Sourashtra college makes students and employees concerning gender equity and takes the social responsibility to participated in various activities was conducted in the society. The institute promotes gender equity in admissions, recruitment, administrative functionality and academic activities. The girl students are nominated as members and representatives of various committees at department, institute levels.

Girls waiting halls are provided in the campus with required facilities.

The girl students are nominated as members of various committees at department, institute levels and the institute encourage their participation in co-curricular and extra-curricular activities.

During events, awareness is created on gender equity among the students. Boys are sensitized to participate in Rangoli competitions.

The institute celebrates Women's day in a grand manner and presents success stories of famous women to inspire the girl students and to make them understand their potential.

Sourashtra college is organising guest lectures to empower and support young minds in achieving their goals.

Women faculty are nominated as heads of the departments and conveners of various committees and discharging their duties efficiently.

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

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

1. Solid waste management
2. Liquid waste management
3. Waste recycling system

Sourashtra college has designed methods for the management of waste generated in the campus using the basic waste management strategy of 3R's: Reduce, Reuse and Recycle i.e., Reduce the amount of waste generated, Reuse everything to its maximum after proper segregation and cleaning and keeping things which can be Recycled aside and handed over to appropriate agencies.

#### 1. Solid waste Management

Solid waste includes both biodegradable and non-biodegradable components. The non-biodegradable solid waste generated in the campus include, paper, plastics, metal cans etc. Biodegradable waste includes food waste, vegetable peels, leaves etc.

'Use and throw' items like plastic cups, plates etc. used in the college canteen are replaced by reusable items steel glasses and plates.

#### 2. Liquid waste Management

As the college is located in un-sewered area, waste water generated from the sanitary facilities is disposed off into septic tanks located at different places in the campus.

The future vision of the college is to establish full-fledged sewage treatment plant for sewage treatment and recycling the same fully within the campus, thus achieving the goal of zero discharge campus.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institution's initiatives to preserve and

D. Any 1 of the above

improve the environment and harness energy are confirmed through the following:

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

B. Any 3 of the above

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

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

The institution has been taking several efforts and initiative steps to provide an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students, staff members and other stakeholders. It is to declare that the following photos show the inclusive environment in the institution. Some of the important festivals celebrated in the campus are listed below:

- Pongal festival
- Navarathiri festival
- Saraswathi/Ayutha pooja festival
- Independence day celebration
- Republic day celebration
- Thiruppavai festival
- Sports day function
- Intracollegiate festival

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

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

Sourashtra College sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of

citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programmes on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff members and everyone should obey the conduct rules. The curriculum is framed with mandatory courses like Value Education, Environmental studies, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years: Guest lectures and workshops are arranged by eminent personalities to deliver lectures on ethics, values, duties, and responsibilities and on saving the environment.

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

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

**Our College Conducted Totally Eight Programmes under this Category**

1. Natanagopalar Tamil Association Inaugural Programme and Bharathiyar Memorial Day
2. Webinar on National Education Day Celebration
3. National Pollution Control day
4. Thirupavai Festival
5. C.S.R. Memorial Endowment Programme
6. Bhagavad Gita in Karma Yoga
7. பாட்டிசை வேந்தர் T. M. சௌந்தரராஜன் பிறந்த நாள் விழா, நடிப்பிசை வேந்தர் நரசிம்ம பாரதியின் பிறந்த நாள் விழா
8. Earth day Celebration

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

## 7.2 - Best Practices

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

**Best Practice****Title of the Practice: Students Induction Programme**

Transition from school to college life is one of the most challenging events in a students' life. When new students enter an institution, they come with diverse thoughts, backgrounds and preparations. They come into a new unfamiliar environment, and many of them have little knowledge of a college. An important task, therefore, is to welcome new students to Higher Education and prepare them for their new role.

**OBJECTIVES:**

To provide scope and confidence to newly inducted students on Higher Education.

To brief the newly admitted students on the opportunities available in the institution to improve their career.

To make the fresh students familiar with infrastructure available in the institution.

To introduce Administrative Heads, HOD's and Department staff to the students and their parents.

To make the students familiar with the Rules and Regulations of the College.

**BEST PRACTICES - YOGA for PHYSICAL & MENTAL FITNESS****Objectives of the Practice**

In the world of yoga there are -Eight limbs path which helps in different aspects like coordination of body and mind and helps to create positivity of mind and help the body healthy and fit by which the functioning of the body improves.

File Description	Documents
Best practices in the Institutional website	<a href="http://103.26.108.73/documents/BEST%20PRACTICE.pdf">http://103.26.108.73/documents/BEST%20PRACTICE.pdf</a>
Any other relevant information	<a href="http://103.26.108.73/documents/BEST%20PRACTICE.pdf">http://103.26.108.73/documents/BEST%20PRACTICE.pdf</a>

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

The vision of the college is to provide quality higher education. Importance is being given to initiate various quality measures such as augmentation of infrastructure, quality of teaching staff, increase in need based new programmes, placement and emerge as an institute of excellence on par with eminent institutions. Quality standards prescribed by the UGC are strictly adhered in appointing staff members and maintain teacher - student ratio as 1:17 approximately. The research cell, motivates teachers and students to pursue research by way of providing facilities. Socially and economically backward students are facilitated with scholarships from the state government. Being an Autonomous institution, following CBCS, care is taken to design the curriculum that suits local/national/global needs. Syllabus revision carried out on need basis for UG/ PG Courses. Interdisciplinary papers are mandatory for elective paper and one Nonmajor Elective paper. 'Environmental Studies' and "Value Education" courses are mandatory and also conducting Value-added courses. Remedial Coaching Classes for slow learners are also conducted in each semester. The institution believes that the aim of higher education is to provide a platform for employment. The college accomplishes this task by forming a placement cell and giving an additional responsibility to a teacher as Placement Officer.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

**7.3.2 - Plan of action for the next academic year**

- To generate revenue by giving consultancy services to various private organisations
- To generate revenue by giving corporate training to various private organisations through corporate secretaryship department
- To assist final year students by arranging on/off campus placement programmes

- To conduct various Placement training programmes for the deserving students
- To conduct several Mock-interviews for the benefit of the students to get placements
- Preparation and submission of AQAR reports for 2020-2021
- Submission of data to NIRF for the academic year 2021
- Submission of data to AISHE for the academic year 2021
- To revise the syllabus by conducting BOS meeting for all II year and III year of UG and II-year PG programmes
- Enhancing teaching, learning and evaluation by using ICT tools
- Encouraging staff to conduct value-added courses for students
- Encouraging staff to publish papers in the journals prescribed by UGC
- Encouraging staff to take part and publish papers in the International Conference/Seminar
- Encouraging staff to attend Workshop/Symposia/Refresher course/Orientation Programme/FDP/Webinar/etc.,
- Encouraging staff to organize Conference/Seminar/Workshop/Symposia/FDP/Webinar/etc., at the State/National/International level
- To conduct various extension activities such as Swachh Bharat mission, Gender equity programmes through NSS/NCC/YRC/RRC/CCC/etc.,
- To enhance the infrastructure of the whole campus by increasing the band-width of the available internet connection, to Purchase new equipment for fitness centre, to purchase new library books, etc.,
- Promotion of non-financial contribution by alumni
- Organizing Faculty Development Programmes for teaching staff
- Organizing Skill Development Programmes for non-teaching staff