



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Sri Sarada College for Women (Autonomous), Tirunelveli - 627011
• Name of the Head of the institution	Dr. N. Kamala
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04622520129
• Alternate phone No.	9894206610
• Mobile No. (Principal)	8903004534
• Registered e-mail ID (Principal)	srisaradatvl@gmail.com
• Address	Sarada Nagar, Ariyakulam, Thoothukudi NH, Maharaja Nagar Post, Tirunelveli - 627011
• City/Town	Tirunelveli
• State/UT	Tamilnadu
• Pin Code	627011
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	26/09/2019
• Type of Institution	Women

• Location	Rural																								
• Financial Status	Self-financing																								
• Name of the IQAC Co-ordinator/Director	Dr. N. Renuka																								
• Phone No.	04622520129																								
• Mobile No:	9344366494																								
• IQAC e-mail ID	saradatvliqac@gmail.com																								
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.srisaradacollege.org/download_aqar_document.php?id=MTE =																								
4.Was the Academic Calendar prepared for that year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.srisaradacollege.org/calendar.php																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.76</td> <td>5</td> <td>16/09/2011</td> <td>15/09/2016</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.01</td> <td>5</td> <td>23/01/2017</td> <td>22/01/2022</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.01</td> <td>5</td> <td>04/12/2018</td> <td>31/12/2024</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.76	5	16/09/2011	15/09/2016	Cycle 2	A	3.01	5	23/01/2017	22/01/2022	Cycle 2	A	3.01	5	04/12/2018	31/12/2024	
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Cycle 2	A	3.01	5	04/12/2018	31/12/2024																				
6.Date of Establishment of IQAC	17/09/2011																								
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.)?																									
<table border="1"> <thead> <tr> <th>Institution/ Department/Faculty/School</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of Award with Duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>NIL</td> <td>NIL</td> <td>NIL</td> <td>Nil</td> <td>NIL</td> </tr> </tbody> </table>	Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	NIL	NIL	NIL	Nil	NIL															
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NIL	NIL	NIL	Nil	NIL																					
8.Provide details regarding the composition of the IQAC:																									

<ul style="list-style-type: none"> • Upload the latest notification regarding the composition of the IQAC by the HEI 	View File
9.No. of IQAC meetings held during the year	16
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Did IQAC receive funding from any funding agency to support its activities during the year?	Yes
<ul style="list-style-type: none"> • If yes, mention the amount 	50000
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Exhibited students entrepreneur skills through stalls in IIC regional meet at Dindigul on 08.08.2022.	
2. Guided and supported all departments to organize International/National Conferences, Seminars, workshops and symposiums and to publish the proceedings and books with ISBN. Applied for NIRF and ARIIA ranking 2022 - 2023	
3. Orientation and Guidelines provided for Faculty and Students to apply for Kapila Project and Ideas Are Made (IAM) Project.	
4. Quality checks on different activities of the institution through audits (Academic Administrative Audit (AAA)) and Institutional Values & Social Responsibility through clubs.	
5. Best practices such as No Vehicle Day, Sapling Plantation, Rain Water Harvesting and Green, Clean & Plastic Free Campus	
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
To celebrate International Yoga Day	International yoga day were celebrated from 07.6.2022-14.06.2022 based on the themes History of Yoga, Principles of Yoga, Importance of Yoga, Elements of Yoga, Practice of Yoga, Rules of Yoga, Yoga for Children, Yoga for Women.
To apply for ICSSR funded project	18 Faculty members were applied
To apply for UGC Conference/Seminar/Symposium	12 conference proposals were submittead
All the Science department students are instructed to apply for student's project funds to TNSCST	Three students' projects were selected under TNSCST project scheme.
Planned to conduct Faculty Enrichment Programme	Prof. Kathleen Westman, Professor, Co-Director, International Study Board Course, Higher education, Sociology Professor, Working in Philippiness, Cambodia, UK, France and India as Resource person for Programme on "Healthy Woman Strong Nation" from 14.02.2023 to 15.02.2023.
Plan to conduct international colloquium	Prof. Kathleem Wastmann, Professor, Emerita, Northern Illinious University, Chicaga, USA and Sowjanya Dharmasamkar, Professor, University of Chicaga, USA as resource person for International Colloquium on role of HEI's in achieving SDG 2,4 & 8 and NEP on 29.7.2022
To conduct Parents Students Teachers Colloquium (PSTC)	PSTC was organized for I year students on 27.7.2022
To Celebrate National	National Librarians' Day was

Librarians' Day	celebrated on 12.8.2022
All the students are instructed to apply for IAM Project.	103 proposals were submitted for IAM Project from all disciplines.
To organize skill enhancement programme for PG students	Conducted Skill enhancement programme for PG students on 10.12.2023

13. Was the AQAR placed before the statutory body?	Yes
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- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Sri Ramakrishna Tapovanam, Tirupparaitturai - 639115	04/10/2023

14. Was the institutional data submitted to AISHE ?	Yes
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- Year

Year	Date of Submission
2022-2023	07/02/2024

15. Multidisciplinary / interdisciplinary

The institution has a system in place to offer multidisciplinary, interdisciplinary, trans disciplinary and cross disciplinary courses. These courses are designed to be a part of the curriculum for students in their 5th and 6th semesters, and they have a specific focus on integrating hybrid disciplines. The institution recognizes the value of incorporating diverse perspectives and knowledge from multiple disciplines. This educational approach promotes critical thinking, creativity and adaptability for preparing students to succeed in their future endeavors. To enhance the composite understanding of theory and application, analytical thinking, and practical skills, the institution offers non-major elective courses as interdisciplinary courses in the 3rd and 4th semesters which aim to provide students with a deeper understanding and appreciation of different disciplinary areas of study. These

courses enrich the students to develop a composite understanding of theory and application, analytical thinking, and practical skills, ultimately enhancing their overall knowledge, understanding, and abilities. Table showing the courses offered under TD/CD/ID/MD approach:

S.No	Department	NME COURSES	TD/CD/ID/MD	III Semester	IV Semester	V Semester	VI Semester
1	Tamil	1.???????????????? - I	2.???????????????? - I	1.????????????????- II	2.????????????????- II	NIL	NIL
2	Sanskrit	Gadyakavyas, History of Prose, Alankars Sandhi & Scientific Literature in Sanskrit	1. Drama, History of Dramatic Literature and Spoken Sanskrit	2. Poetry and History of Scientific Literature	NIL	NIL	3
3	English	1. An Introduction to Journalism	2. Developing Communication Skills	1. Honing Communication Skills in English	2. Mass Communication Personality Development	Culinary in Fiction	Travel Writing
4	Economics	1. Essentials of Economics	2. Economics of Insurance	ID	1. Issues in Indian Economy	2. Economics of Salesmanship	Personality Development
5	Mathematics	1. Basics of Statistics	2. Mathematics for Competitive Examinations	1. Essentials of Statistics	2. Mathematics for Competitive Examinations	-II	1. Astronomy
6	Physics	1. Basic Physics-I	2. Applied Physics	1. Basic Physics II	2. Space Physics	Personality Development	Computer Programming in C++
7	Chemistry	1. Water Technology	2. Basics of Food Science	1. Applied Chemistry	2. Dairy Chemistry	Personality Development	Physical Chemistry Experiments
8	Computer Science	1. Fundamentals of Programming	2. Design & Internet Programming in C	1. Fundamentals of Computer	2. HTML	1. MOBILE Computing	2. Cloud Computing
9	Information Technology	1. Essentials of Information Technology	2. Desk Top Publishing and Multimedia	1. Basic Programming Design	2. Web Graphic Design	1. Enterprise Resource Planning	2. Personality Development
10	Computer Applications	1. Computers Basics to Advancements	2. Introduction to Information Technology	Introduction to Internet with HTML	MS Word	2013	Grid Computing
11	Commerce	1. Principles of Accountancy	2. Consumer Awareness	1. Financial Accounting	2. Human Rights	Personality Development	Application of Tally in Accounting
12	Commerce (Corporate Secretaryship)	1. Principles of Marketing	2. Consumer Awareness	1. Human Rights	2. Entrepreneurship	Personality Development	Application of Tally in Accounting
13	Business Administration	1. Introduction to Consumer Behaviour	2. Banking and Finance	1. Essentials of Entrepreneurship	2. Services Marketing	1. Retail Management	2. Marketing Research
							3. Personality

Development Event Management Import and Export Procedures

16.Academic bank of credits (ABC):

This initiative is being undertaken with a primary focus on addressing the needs and challenges faced by students in various situations and tailoring educational practices to accommodate the challenges. Students may face disruptions in their education like transfer of parents to different location and job placements in distant (or remote) places. The shift of family to a new area, it can affect their education. The shift in mode of study from regular on-campus study to Distance and Distributed Education (DDE) might require specific support and resources. This will enable students to access the MEME educational model without unnecessary delays or complications. Efficient online registration systems will make it easier for students to enrol in the MEME program, ensuring a smooth and seamless transition to this flexible and adaptable learning approach. By simplifying the administrative aspects of registration and enrolment, the institution focus on delivering quality education and support to its students as they embark on their MEME journey. The institution conducted an ABC awareness program for its students, and the Director of the institution extended this program to other autonomous colleges. Additionally, the faculty members received orientation on ABC, and they were given instructions on both the Principle and practice of ABC. They were also prepared to implement ABC based on guidelines provided by an appropriate governing body. ABC in this context could stand for various things, depending on the specific domain or industry.

17.Skill development:

The Certificate and Diploma programmes offered by the institution are designed to provide learners with essential skills through a combination of direct instruction, indirect learning, and a blended curriculum. \By participating in the skill development programmes, students are able to quickly adapt to daily tasks and maximize their productivity by saving valuable time. The principle and practice of earn while you learn allows students to gain practical experience while simultaneously earning an income, providing a unique opportunity to learn on the job. These courses are specifically designed to equip learners with the skills necessary to perform repetitive tasks efficiently and effectively. By promoting logical thinking, students develop an understanding of the tasks at hand and are able to carry them out with proficiency. Working in a familiar environment on a routine basis also helps students become adept and skilled in their chosen field. This prepares them for job opportunities that align with their interests and preferences. Given

the increasing demand for a variety of skills, particularly technical skills, these programmes provide learners with a holistic understanding of their chosen field. They are equipped with the knowledge and abilities to apply standard and non-standard practices as required by their job. Furthermore, these skill-promoting programmes enable students to effectively handle routine as well as non-routine tasks, developing their multitasking capabilities. This makes them valuable assets in the workplace and ensures the students to develop theoretical, practical, cognitive, communication, problem-solving skills and encourage innovative thinking. Overall, the institution's certificate and diploma programmes offer learners a all-rounded education that prepares them for various job roles, develops essential skills and equips them to meet the demands of today's workforce.

LIST OF CERTIFICATE AND DIPLOMA PROGRAMMES

ODD SEMESTER TAMIL CERTIFICATE PROGRAMME-PAZHANTHAMIZHAR VILAIYATTUGAL SANSKRIT CERTIFICATE PROGRAMME-SCIENCE IN SANSKRIT B.A.ENGLISH CERTIFICATE PROGRAMME - SOFT SKILLS CERTIFICATE PROGRAMME- CURRENT USAGE OF ENGLISH CERTIFICATE PROGRAMME- BUSINESS ENGLISH B.A ECONOMICS CERTIFICATE PROGRAMME - FUNDAMENTALS OF ECONOMICS CERTIFICATE PROGRAMME - COMPUTER DATA ANALYTICS FOR ECONOMISTS CERTIFICATE PROGRAMME - BASICS ECONOMETRICS B.Sc., MATHEMATICS CERTIFICATE PROGRAMME - VEDIC MATHEMATICS CERTIFICATE PROGRAMME NUMERICAL ABILITY CERTIFICATE PROGRAMME - MATHEMATICAL LOGIC B.Sc., PHYSICS CERTIFICATE PROGRAMME - SPACE PHYSICS CERTIFICATE PROGRAMME - MEDICAL PHYSICS AND ITS INSTRUMENTATIONS CERTIFICATE PROGRAMME - BASICS OF PHYSICS CONCEPTS DIPLOMA PROGRAMME - NON CONVENTIONAL ENERGY SOURCES DIPLOMA PROGRAMME-MOBILE COMPUTING B.Sc., CHEMISTRY CERTIFICATE PROGRAMME - CHEMISTRY IN EVERY DAY LIFE CERTIFICATE PROGRAMME - COSMETICS AND CONSUMER PRODUCTS CERTIFICATE PROGRAMME - FOOD CHEMISTRY B.Sc., COMPUTER SCIENCE CERTIFICATE PROGRAMME -E-LEARNING CERTIFICATE PROGRAMME -PYTHON CERTIFICATE PROGRAMME -ARTIFICIAL INTELLIGENCE AND EXPERT SYSTEMS B.Sc., INFORMATION TECHNOLOGY CERTIFICATE PROGRAMME - WEB DESIGNING CERTIFICATE PROGRAMME - CYBER SECURITY CERTIFICATE PROGRAMME - ESSENTIALS OF BIG DATA ANALYTICS BCA CERTIFICATE PROGRAMME - VIRTUAL REALITY CERTIFICATE PROGRAMME - SOCIAL NETWORKING CERTIFICATE PROGRAMME - ARTIFICIAL INTELLIGENCE B.COM CERTIFICATE PROGRAMME - STOCK AND COMMODITY MARKETS CERTIFICATE PROGRAMME - GOODS AND SERVICE TAX CERTIFICATE PROGRAMME - LOGISTICS MANAGEMENT B.COM(CS) CERTIFICATE PROGRAMME - HOME MADE PRODUCTS CERTIFICATE PROGRAMME - ACTUARIAL SCIENCE CERTIFICATE PROGRAMME - E-COMMERCE BBA CERTIFICATE PROGRAMME - TOURISUM MANAGEMENT CERTIFICATE PROGRAMME - ENTREPRENEURIAL DEVELOPMENT CERTIFICATE PROGRAMME - CO - OPERATIVE MANAGEMENT MCA DIPLOMA PROGRAMME - MODERN APPLICATIONS DEVELOPMENT DIPLOMA PROGRAMME - DATA SCIENCE TOOLS M.COM DIPLOMA PROGRAMME - CORPORATE SOCIAL RESPONSIBILTY M A ENGLISH DIPLOMA PROGRAMME- FUNCTIONAL

ENGLISH DIPLOMA PROGRAMME- MONTESSORI AND CHILD EDUCATION M.SC., MATHEMATICS DIPLOMA PROGRAMME MATHEMATICAL MODELLING DIPLOMA PROGRAMME LATEX M.Sc., COMPUTER SCIENCE DIPLOMA PROGRAMME - DATA SCIENCE TOOLS DIPLOMA PROGRAMME - MOBILE APPS WITH ANDROID EVEN SEMESTER 1. CERTIFICATE IN AARI WORKS 2. CERTIFICATE IN BOUQUET MAKING 3.CERTIFICATE IN CROCHET WIRE MAKING 4.CERTIFICATE IN FUR DOLL MAKING 5.CERTIFICATE IN LIBRARY & INFORMATION SCIENCE 6. CERTIFICATE IN OIL PAINTING 7. CERTIFICATE IN SILABAM MARTIAL ARTS 8. CERTIFICATE IN SPOKEN HINDI 9. CERTIFICATE IN TAILORING 10. CERTIFICATE IN TANJORE PAINTING 11. CERTIFICATE IN WOLLEN WORKS 12. CERTIFICATE IN YOGASANA AND PRANAYAMA

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

The institution offers various courses that focus on traditional Indian philosophy and literature, namely Vedas, Upanishads, Ramayana, Mahabharata, and biographies of ancient people. These courses provide students with a deeper understanding of Indian cultural values, ethics, and belief systems. The certificate courses in Arts provide the students with a comprehensive understanding of India's rich cultural heritage. These courses help the students appreciate the diversity and richness of Indian art forms and historical developments. The institution promotes research and collaboration by exchange of knowledge and ideas. This leads to the development of joint research projects, academic exchanges, and conferences further integrate Indian knowledge systems into institution curricula. Fostering Cross-Cultural Understanding in institution by organizing cultural events, festivals, and lectures that focus on Indian traditions, customs, and practices. This promotes cross-cultural understanding and appreciation of Indian knowledge systems among students and faculty. Sanskrit, Hindi, Tamil, or other regional languages. This can provide students with a deeper understanding of Indian culture and literary traditions. Regional languages Tamil and Sanskrit as the Part I Language is taken and offered for two years of UG degree programme. By integrating Indian knowledge systems into institution curricula, students can gain a broader perspective on global knowledge and history, and develop a deeper appreciation for the rich and diverse intellectual traditions of India.

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

a) Program Outcomes (PO) describe what students are expected to know and be able to do upon the completion of a specific academic program or course. These outcomes are typically tied to the overall goals of the program and can encompass a wide range of skills and knowledge.

Program-Specific Outcomes (PSO) is a more specific set of outcomes that align with the unique characteristics and goals of a particular academic program. They are tailored to the specific skills and knowledge that students in that program should acquire. Course Outcomes (CO) are the learning objectives for individual courses within a program. They describe what students should achieve after completing a particular course. These outcomes are more granular than program outcomes and are typically tied to the content and goals of the course. Unit Outcome is less commonly used in the context of education, and it's possible that it refers to specific learning objectives or outcomes at a smaller level, such as those related to a unit or module within a course. Aligning these outcomes ensures that there is a clear and structured progression of learning from the individual course level to the broader program level. This alignment is often used to assess whether educational goals are being met and to improve the quality of education through curriculum design, assessment, and continuous improvement. It also helps students and educators understand the level of their education. b) The teachers and students are informed about the general and specific outcomes of a course at different levels (unit, course and program), and this information is available on a website for stakeholders to access. c) Learning Outcomes-based Curriculum Framework (LOCF) Framework (LOCF) is a framework used in education to organize and deliver learning content. Under the principle of autonomy, the entire syllabus, which likely refers to the educational content or curriculum, is made accessible and organized within the framework of LOCF. This action is done to benefit all the relevant parties involved in the educational process, such as students, teachers, administrators, and possibly others. The term "autonomy" in this context likely refers to the freedom or independence of educational institutions or educators to make decisions regarding the curriculum and its delivery.

20.Distance education/online education:

The institution has a rich history of conducting vocational courses for over two decades. Expanding into online education is a wise move, as it can reach a broader audience and offer more flexibility to students. As the institution is unaided this project will be planned and projected shortly in two years after the stabilisation with financial self sufficiency and stability of faculty members. The institution is making effective use of various information and communication technology (ICT) tools for teaching and learning. Learning Management System (LMS) is used for managing and delivering online courses and programs.

Extended Profile

1.Programme	
1.1 Number of programmes offered during the year:	24
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	1291
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	481
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	1260
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	719
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	78

File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	78
4. Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	424
4.2 Total number of Classrooms and Seminar halls	54
4.3 Total number of computers on campus for academic purposes	302
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	154.7

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.

The language departments English, Tamil, and Sanskrit have introduced courses to enhance learning, writing, reading, and speaking abilities of UG students from local, state and national levels. Part III Major, Allied and Major Electives, suits all four levels. Part IV courses namely value education, NMEs, EVS, Value-added and skill-based courses transcend domain knowledge. Part V activities NSS, NCC, YRC, RRC, CCC, GCC, and SSSS address all needs. Human Rights Education, Gandhian Principles and Practice and Ethical Studies provide National and global perspective. Extension activity fosters community development and social responsibility at the local level. Courses assist candidates in developing holistically

integrating the hand, heart, and head. Indispensable amendments have been made to each programme as and when required by BoS. The POs for all Programmes carry components ranging from contribution to the existing body of knowledge to the acquisition of general graduate skills. The POs for PG students include mastery of the subject knowledge and its applicability pertinent to context, learning-teaching skills, preparation for higher education and all allied initiatives. For under-graduate programmes, program outcomes include comprehension of the course or subject concepts, learning effective communication skills both in English and in their native tongues and preparation for higher education.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA1/187_document_1.1.1_local_regional_national_global_03.02.24.pdf

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

18

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

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

56

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

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

105

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

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

18

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

Curriculum covers Professional ethics, Business Ethics and Corporate Governance. The students underwent a Student Induction Program (SIP)

at the beginning of every semester. It helps to develop their professional skills such as LSRW, resume writing, and mathematical reasoning. Events conducted: Orientation Programmes, Professional Coaching classes for Competitive Examinations, Skill Development Courses, Workshops, Conference and Seminar.

The issues of gender equity and equality are addressed in the curriculum such as Gender Studies, Women's Studies which have thrust area on gender sensitization. Women's Cell monitors work with pupils to improve and shape the ideal qualities. Events conducted: Awareness Programmes, Women's Day Celebration.

Conducting spiritual retreat, narrating moral stories by faculty members, through that students improve listening, reading skills and also learn about human values. Students' group projects based on SDG that strengthens and reflects the values of universal and global peace. Events conducted: Spiritual Retreat Workshops, Remember Freedom Fighters and to inspire and motive youth for Social Justice.

First year UG students learn, and experience the current scenario on environmental education. All final year students in UG, PG, M. Phil and Doctoral programmes are instructed to conduct research projects based on UNO's Sustainable Development Goal-based themes, which allows students to reflect on their Sarvodaya and Antyodaya values after becoming acquainted with the SDG.

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	View File
Any additional information	View File

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

46

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

1304

File Description	Documents
List of students enrolled	View File
Any additional information	View File

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

608

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

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 **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA1/210_document_1.4.1_feedback_atr.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA1/211_document_1.4.2_feedback_atr.pdf
Any additional information	View File

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

413

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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)

362

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

By SCSL and SCAL, freshers are subjected to tests on plus two subjects. Students who were recognised as Slow Learners (SL) are given attention. Mentors are assigned to offer guidance, and emotional support. Course teachers provide easy notes, short cuts and flow chart pattern study materials. During SIP, the AIs are identified on their academic accomplishments and participations. AIs are provided with additional study materials, journal papers etc., to excel for scholarships for studies/research. The placement cell prioritize such students to excel in competitive examinations. AIs enrol in certification in NPTEL, SWAYAM and MOOC and participate in technical festivals, state and national-level seminars, inter-college competitions etc. AIs also are enrolled in skill development programs on Communicative English and Aptitude towards Employability and higher education. Each department offers courses tailored to meet the needs of various student groups. These courses help in improving academic performance, particularly SLs and those who are frequently on permission due to sports and other activities. This approach enables slow and struggling learners to enhance their subject knowledge and enables easy access for learning. Group study and peer study are adhered to both SLs and AIs. Bilingual explanations and discussions are provided to facilitate better comprehension.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/156_document_2.2.1_ai.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
20/07/2022	1291	78

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Interactive lectures, field projects, computer-assisted learning, experiment-based curriculum, case studies, Internships, group discussions are given in Mathematics, Commerce, and Economics.

Experiential Learning: Departments offer Certificate/Diploma programs to equip students with practical skills for self-employment through hands-on training that foster creativity and elevate students' cognitive abilities. Laboratory sessions provide opportunities to engage in experiments. During internships, students gain valuable hands-on experience and enhance their skills.

Participative Learning: Industrial/Institutional visits are organized to immerse students in real-world learning experiences to apply their knowledge in practical settings. Students participate in seminars, group discussions, projects, and entrepreneurial courses, applying their specialized technical and management skills. They also engage in interdepartmental skill display competitions, View IT, inter-institutional competitions, and Kala Sarada, Gana Sarada Competitions.

General and department quizzes are regularly held at intra and inter-collegiate levels, fostering the development of managerial, technical and soft skills among students. Students actively participate in workshops and presenting papers in seminars and conferences, publishing in journals contribute the dissemination of their knowledge in learning.

Problem Solving Skills are nurtured through case studies, mini projects and field visits. These experiences support students to identify problems, define the root causes, propose solutions, implement corrective measures and evaluate success of their interventions.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/157_document_2.3.1_ai.pdf

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

Information and Communication Technology (ICT) plays a pivotal role in enhancing and optimizing the educational process. Our institution is equipped with a range of technological resources to facilitate seamless communication, material sharing, curriculum delivery, and academic support.

Each department is equipped with LCD projectors to enhance instructional methods. Our Postgraduate department utilizes a Learning Management System (LMS), along with tools like emails, WhatsApp groups, Zoom, and Google Classrooms for effective communication, resource sharing, announcements, testing, assignment submissions, presentations, Q&A sessions, and mentoring.

In our labs, departments, and library, we have installed printers to ensure easy access to hard copies of academic materials. Furthermore, at the main office, photocopier machines and multifunctional printers are available exclusively for academic purposes. Our Seminar Hall and Smart Hall are digitally equipped, allowing faculty members to utilize LCD projectors for dynamic PowerPoint presentations.

To enrich the learning experience, we regularly organize guest lectures, expert discussions, and various competitions in digitally-equipped seminar and conference rooms. These events are often conducted, enabling students to access high-quality teaching and counselling.

Our dedicated educators also conduct workshops, introducing students to the latest teaching techniques and leveraging various ICT technologies readily available. Additionally, our central library boasts a comprehensive CD bank covering numerous educational topics, readily accessible for both students and teachers, containing student project contents for Undergraduate, Postgraduate, and M. Phil levels. These resources empower our students to harness the potential of technology and develop the skills necessary for their

academic and professional journeys

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.srisaradacollege.org/admin/naac_cycle_iii/2020/CRITERIA2/8_document_2.3.2.pdf
Upload any additional information	View File

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

2.3.3.1 - Number of mentors

78

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

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

The Institution diligently prepares and adheres Academic Calendar in advance, for the upcoming academic year. It includes important dates beyond working days, various activities, CIA examination, semester examination, National and International day celebrations, year planning for all departments, proposed committee meetings and vacation periods.

The Academic Calendar plays a vital role in providing an overview of the total working days available. Teachers adhere to teaching plans already submitted with the IQAC. These plans encompass the allocation of hours for classroom teaching, case studies, and laboratory sessions in accordance with subject requirements. CIAs and ESEs are planned and conducted in a phased manner. It also includes deadlines for assignments, quizzes, viva-voce, and class seminars. Departments are responsible for updating the calendar to reflect any necessary amendments. To ensure the successful execution of these teaching plans, the institution maintains the Academic Interaction Record (AIR) and Curriculum Delivery Register (CDR). These documents serve as concrete evidence for the effective teaching. Institution synchronizes teaching and examination

schedules to ensure balanced coverage of syllabus. A final buffer period of three to five days is included for revision, as requested by students. This planning and coordination ensure a well-structured and effective academic year for all stakeholders involved.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

78

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

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

33

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	View File
Any additional information	View File

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

544

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

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

20

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

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

124

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

Conduct of CIA is delegated to a Dean. Submission of question papers, scrutiny of questions, CIA dates, allocation of examination halls and hall superintendents (roster basis) including the support staff are shared through IT means. Advance notification on above activities are processed and proceeded in user friendly manner for all stakeholders concerned. The submission of CIA marks by the course teachers to HoDs and to the CIA cell is through IT support. Voluminous registers are stopped and thereby institution has reduced

paper use. The progress report of the students are sent to the parents by online mode. Separate software is not available; but all the requirements are carried out with SOP keeping confidentiality, speed, precision and integrity. Consolidated CIA marks prepared by teachers concerned are acknowledged by the students and on confirmation by HoD and approval of the Principal, CIA dean transmits the data to the Autonomous Controller of Examinations. Major reforms carried out are: Ensuring the Bloom's Taxonomy, preparation of question banks, judicious award of marks for assignments in decimals below 5 and to award decimal mark in case of deprivation of one mark while totalling, due to lack of a decimal, if provision exists in assignment marks status.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/186_document_2.5.3_evaluation_process_and_reforms.pdf

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

The college has established clear graduate attributes and learning objectives as part of its educational framework. These objectives are designed to be achieved through the definition of Program Outcomes (POs) and Program Specific Outcomes (PSOs) for all academic programs, following the guidelines provided by NAAC.

These POs are closely aligned with the specific learning objectives and encompass various aspects, including Knowledge outcomes, Skill outcomes, and Values outcomes. The intention behind developing POs and PSOs is to ensure a comprehensive and thorough learning experience throughout the program and its courses.

Course Outcomes (COs) are developed with a specific set of criteria in mind. They are designed to specify the minimum level of achievement required for students to succeed in each course. These COs are constructed based on Bloom's taxonomy, encompassing various cognitive levels, such as Knowledge, Comprehension, Application, Analysis, Synthesis, and Evaluation.

The Head of the Department collaborates with the faculty to develop

the PSOs and POs in alignment with the Graduate Attributes and the Vision and Mission of both the Institute and the department. Feedback is sought from alumni and employers to gather their perspectives.

The process is continuously monitored, adhering to the principles of Outcome-Based Education. This ensures that the objectives remain up-to-date and effective, the POs, PSOs, and COs are prominently displayed at various locations, including the institute's website and the students' notice board. This dissemination of information allows everyone involved to have a clear understanding of the educational objectives and outcomes of the programs

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/168_document_2.6.1_course_outcomes.pdf.1.pdf

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

This assessment process encompasses two aspects namely Formative Evaluation i.e. CIA and Summative Evaluation i.e. ESE. The Institution conducts three CIAs and one model examination to gauge Course Outcomes. This evaluation method encompasses class performance activities, including CIA requirements namely assignments, Quizzes, laboratory experiments, case study analysis, field visit/field study/field report or any other activities directly related to Course Outcomes. CIA comprises of 25% of the course and the most students attain higher outcome well beyond the basic requirement. In case of slow learners the deficiency of CO are rectified by offering additional examinations to reach the minimum requirement and standard. ESE covers 75% of the course and duly evaluated by external examiners. Students attain expected outcome and the level of deficiency is least. Among all the programmes, the English, Economics, Business Administration, English and Information Technology degree programme students exhibit their outcome in ascending trend from first semester to last semester reflecting the quality outcome. In contrast, in Mathematics, Physics, Chemistry, Commerce and Commerce with corporate secretaryship, PSOs and COs reflects the higher trend in all the semesters leaving trace cases

in first semester with lesser outcome. In the autonomous system, Award committee examines the PO, PSO and CO.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/169_document_2.6.2_ai.pdf

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

471

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.srisaradacollege.org/admin/IQAC/Magazine/135_Sarada%20Magazine_merged-3-188.pdf

2.7 - Student Satisfaction Survey

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

https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/184_document_2.7_student_satisfaction_survey.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 Institution encourages and promotes research among faculty members and students by providing them with the requirements in

terms of laboratory settings, such as laptops, a free wifi network, journals, consumables, chemicals, laboratory equipment, and seed money for small projects. In this academic year, management spent on purchasing a new muffle furnace, sample cleaning sets, and an autoclave for the Nano Lab in the department of Physics. To motivate and encourage the students and faculty members to participate in conferences, seminars, and workshops, the Institute supports them by providing a partial amount of TA and registration fees and publication fee. The management supports by making 50% reimbursement of the lifetime membership fee of staff who subscribe to membership in National Bodies. In the year 2022, six of our staff members got life membership in the Indian Science Congress Association. The institution constantly motivates staff members to apply to funding agencies. The staff members are awarded with kuthuvilakku and Rs. 5,000 on conferring Ph.D. degree. Many conferences have been conducted by the various departments on campus with the financial support of the management. Research Centre in Commerce and Computer Science enables the students and research scholars to have active demonstration of research with the necessary software, journals, and computing facilities for carrying out research activities.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.srisaradacollege.org/
Any additional information	View File

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)

2.78

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

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

2

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

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)

2.40

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

15

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/165_document_3.2.2gov_and_ng_additional.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

5

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

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

13

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/166_document_3.2.4.gov_and_nongov_amt_ii.pdf
Any additional information	View File

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.

Institution is affiliated with Institution Innovation Council under MHRD called MIC. It is also registered with Information Communication Technology Academy (ICTA). The R&D cell, Innovation

cell, IPR Cell, Incubation and Start-up cell are established in a humble manner. MCA programme of this institution is affiliated with AICTE. All the students of the institutions are doing real time field/laboratory projects. UG students are doing group projects and PG students are doing independent projects. The project's themes are mainly based on sustainable development goals (SDG). Institution is having PhD - research centre for Commerce and Computer Science. Institute conducts 4 Pre-doctoral programmes in English, Mathematics, Commerce and Computer Science. Entrepreneurship development centre is on active roll and annually exhibits sales expo. In the even semester the institution is offering job oriented certificate programmes which fetches income for the sustainability of a family. The neighbouring communities in the adopted and other villages are regularly exposed to such and other need-based awareness promotion programmes. The institution is having startup for tailoring, dress designing, vermicomposting, vermiculture, dairy farm and Sericulture. Soon mushroom culture startup will be established. The social work students are offered with Zero waste integrated bioorganic farming course, which is having multifaceted nature.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/153_document_3.3.1_iic_report.pdf

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

14

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in **A. All of the above**

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

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	View File
Any additional information	View File

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

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	https://www.srisaradacollege.org/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

0.16

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

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

1.69

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/154_document_3.4.4.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

14

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

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

3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

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

0.03

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

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

150931

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
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

Every department of the institution is discharging extension activities towards achieving holistic development of the local villagers. As the institution is rural bound, the students and teachers reach and preach season-based awareness programmes on health, voter awareness, fire safety, women safety, bank literacy, ICT literacy, computer literacy, business literacy, English literacy and Popular science exposure in Mathematics, Physics, chemistry and for Integrated Bioorganic farming practices. The Institution also organizes activities to promote the Institution neighbourhood community by sensitizing students to social issues through the National Service Scheme (NSS), National Cadet Corps (NCC), Youth Red

Cross (YRC), RedRibbon Club (RRC), Consumer Care Consortium (CCC), Sarva Seva Shanti Sena (SSSS), Green Clean Corps (GCC), Swachh Bharat Abhiyan, Unnath Bharat Abhiyan (UBA) programmes, Physical Education, Sports Science and Yoga (PESSY) programmes. Blood Donation Camps, Siddha Medical camp, Eye Camp, Awareness and Orientation Programs on Civil Defence, Health and Nutrition, Tree Plantation program, Legal Awareness for women, Awareness on the benefits of Traditional food, Social Awareness, Cyber Crime Awareness, Health Alertness, and Yoga Classes are organised. 36 extension activities were carried out during the academic year 2022-23. Students of Social Work have visited, interacted and conducted Socio Economic Empowerment status of Samathuvapurams.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/167_document_3.6.1_extension_dept.pdf

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

34

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

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)

36

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

1291

File Description	Documents
Reports of the events	View File
Any additional information	View File

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**

14

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

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)

6

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Learning Resources availability includes Central library, department library at PG departments, Book Banks at UG departments, Digital

Language Laboratory, dedicated Labs for Physics, Chemistry, Computer science, IT, Computer Application, are available. Computer browsing centre with advanced technology is on use at college and hostel. Spacious Classrooms with fresh air, light, ceiling fans and required furniture are available. LCD Projectors are available at final UG classes of all departments. The Central Library is Wi Fi enabled and has academic CDs and DVDs and with subscription to INFLIBNET (NLIST). It also provides access to the internet data base of research contents for academic purposes. Learning Management System (LMS) is used for effective communication and sharing of study materials/conduct of classes. Presently it is available for PG students. For tailoring/dress designing course individual sewing machines are provided. The agriculture-dairy space is available for doing students projects. Typewriting machines are available for students to participate Technical typing examination under MoU. Support Facilities include comfortable hostels, canteen stores department to provide additional requirements. All buildings have PWD friendly ramps. Nano lab is available in the department of Physics. This lab is optimally utilised by students for project and by teachers for their research towards PhD.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/191_document_4.1.1_new.pdf

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

Facilities for cultural activities: The institution organizes events such as various educational cultural spiritual events viz congregation, Arts fest, College Day, Freshers' Day etc. Regular Music faculty, visiting Dance faculty, musical instruments, Drama equipment, Costumes, PAS are available for practicing and performing diverse cultural activities. Auditorium is large with capacity to seat 3000+ with high quality PAS. Spiritual Assembly hall is available at Temple complex.

Facilities for sports, Games and yoga: The institution is offering integrated Physical Education, Sports Science and Yoga (PESSY) theory and practice. Auditorium is used by the hostel students for doing Suriya Namaskar at early hours daily Yoga by all as per

schedule. In temple complex, all the students meditate and perform pranayama during the congregational worship on every Saturdays. The playground is provided with track and field events practice for kho-kho (27m x 16m), volleyball (16m x 9m), football (120m x 90 m), ball badminton (24m x 12 m), handball, kabaddi (12m x10m) and table tennis (27m x 16m). Annual sports, state level tournaments, NCC examinations and NCC Camps are held in the institution premises'. Students are using Auditorium for Gymnastic practices. Table tennis indoor game's structure is available. Kitchen is provided with steam cooking.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/192_document_4.1.2_new.pdf

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

54

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

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

67.05

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The library is fully automated through Integrated Library Management System (ILMS) known as KOHA ILMS 21.05.10.000 software which is developed by Katipo Communication Ltd., and the year of automation is 2014. The facilities include masters, book management, barcode facility, book accession, OPAC, catalogs and administration. The services include Databases, CD Bank and E-learning facility. Encyclopedia Britannica are given to those classes who come on deputation.

Collection and sharing of Newspaper clippings on current topics/seminars/workshops /employment is in practice. The central library serves as the documentation centre- keeping the videos, photographs, audios of the institution.

Students Reading room, Reference section, faculty members section, Journal and Magazines sections, Internet facility, E-learning facility and discussion room are available.

Question banks of all discipline and

Number of Ph.D Thesis of faculty members : 60

Total number of Books : 31488

Text books + Student reference copies + Department Books : 31488 + 3516 + 4955

Magazines : 24 & Journals : 47

Number of back volumes and E information resources : 513

CDs on Science and Technology : 1013

Competitive examination books : 272

Braille materials : 3 numbers & Rare collection Vedas : 10

Gazetteer : 4 numbers & Micro films : 462

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/195_document_4.2.1_new.pdf

4.2.2 - Institution has access to the following: e- A. Any 4 or more of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

6.41

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

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

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

220

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

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

IT policy of the institution is established with three aspects namely confidentiality, integrity and availability that include purchasing, service management, asset management, data management, enterprise architecture, information security, change management. Eleven ICT-enabled classrooms are equipped with modern audio systems. These classrooms facilitate stress-free digital education by providing interactive learning experiences. The campus is fully Wi-Fi enabled, ensuring seamless and uninterrupted connectivity. The Institution constantly upgrades its infrastructure, including Wi-Fi coverage, software upgrades, and integrating ICT into teaching and learning processes. The Institution receives its internet bandwidth from BSNL fiber connection, providing a bandwidth range from 60mbps to 100mbps. This ensures fast and reliable internet access. The departments are equipped with various IT facilities, such as computers, laptops, printers, scanners, copiers, projectors, software programs and network services including wired and wireless internet access are also available. The computer systems have varying configurations, ranging from Pentium Dual Core to Intel Core i5 & i7 processors. The RAM size ranges from 4GB to 8GB, and the hard disk sizes range from 500GB to 1TB. To enhance connectivity, the Institution has installed 16 Wi-Fi routers throughout the campus. This allows them to maximize the benefits of accessing the internet for their projects and research works.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac-cycle_iii/2023/CRITERIA4/199_document_4.3.1_new.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1291	302

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus **A. 250 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: **A. All four 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	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/202_document_4.3.4_new.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

87.74

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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.

Buildings and class rooms are opened, locked and cleaned in time with a key log register maintained at college main office. Interior is maintained by earmarked housekeeping women workers. Electrical points/devices, doors, and windows are managed judiciously. Class leaders are given responsibility for maintenance and upkeep.

Users log register system is in practice for booking, utilizing, planning, and maintaining seminar halls, smart hall, and auditorium. Laboratory technicians/assistants maintain instrumentations, stock register, and upkeeping. Equipment servicing, glassware purchase and condemnation, instrument log register and AMC system are adhered to. Department-wise annual stock verification is done by faculty members. Entry and exit registration is obligatory for library users. Biometric system is in vogue for staff roll management. Suggestion, Complaint and Grievance box is installed to take users' feedback for library enrichment. "No dues" from the laboratory/library is mandatory for students at the end of semesters. Inter-departmental stock verification, library and sports equipment issue, usage, return, and maintenance register is in practice. Playgrounds are maintained as grass-free, stone-free, and free from creatures. IT facilities maintenance and problems are outsourced. Software updating is done by lab technicians. Log in, log out of students, faculty members, and visitors are maintained by a log in register.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac-cycle-iii/2023/CRITERIA4/204-document-4.4.2-new.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

422

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

280

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

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	https://www.srisaradacollege.org/index.php
Details of capability development and schemes	View File
Any additional information	View File

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

487

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution 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	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression

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

55

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

5.2.2 - Number of outgoing students progressing to higher education

136

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
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

10

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

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

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

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

The capable, brilliant, confident, willing and disciplined students are nominated as office bearers. Office bearers are selected from each department for committees and forums. Volunteers disseminate information from college administration and other committees to all students. They assist teachers in planning, organizing and

executing student-oriented activities/programmes. They serve as mediators and communicators between students and teachers to share if any and have free access to principal. The college has a forum in each Department. Forum comprises of Secretary and Joint Secretary guided by the faculty in-charge of the departments. The forum organizes activities of the departments. Principal is the President of the union and all the associations. Each Association will be guided by a Students Vice president. Chairwoman and Vice - Chairwoman are selected from III UG. Secretary and Joint Secretaries are chosen from II UG. Office bearers act as placement representatives and coordinate placement, guest lectures and training. The student representatives of the Fine Arts Association organize extra-curricular and cultural activities. The Hostel committee members check and fulfil the requirements of the students in the hostel. Hostel representatives assist hostel menu and study. Committee provides suggestions on needs and issues of the college on Curricular, Co-curricular, Extra-curricular and support services.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA5/162_document_full_5.3.2.pdf

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

28

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

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

The College has an Alumnae Association registered on 09.02.2017 as "SaradaSuta's Sangamam" (SSS). SSS serve as a strong bond between alumnae, current students, staff and management. The alumnae give

support to the student's through interaction, financial funding, guidance and placement. Subject experts from Alumnae group are included as members in the Board of Studies. They are invited for academic and research programmes at the college and they interact with their teachers and express their suggestions on curriculum revision. Alumnae give Guest lectures to the existing student's on some contemporary technological developments and career guiding focuses. Once in a year, by August Second Saturday Alumnae Meet is organised. Eminent alumnae, alumnae in Distinguished cadre, proficient alumnae specialists, ideal and leader alumnae are invited for offering student development motivation and FDP and to deliver talks, guest lectures, seminars and counseling to students. In 2022-2023, Old Students Association of our College was held on 13.08.2023. Alumnae of various departments were invited as guest of honour and they delivered motivational address and shared their memories. 166 alumnae from far off places shared their experiences. Financial support to the institution is not yet arrived. But few alumnae support the poor students by paying examination fee.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA5/163_document_full_5_4.1.pdf

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Academic calendar exhibit the participation of teachers in all committees which are organized on specific areas or functions, allowing faculty members to contribute to the institutions in overall operation and holistic development. Admission Committee monitors the admission process with SC faculty member. Faculty

members representations add valuable Advisory, Sports and Hostel functioning. Complaint and Redressal, Anti-Ragging and Women Cell, Student Welfare and Discipline Committee ensures the well-being of students. Examination Cell comprises the deans of Autonomous and CIA. Research, Innovation, and Development Cell with a faculty expert with explorative nature. Finance Committee with commerce faculty manages the financial aspects. Sarada Suta Alumnae Committee connects with alumni and leverages their support and involvement in the institution's activities. Planning, Monitoring, Development Committee focuses on long-term planning, monitors progress, and drives the development of the institution. Training and Placement Committee facilitates career counselling, job placements, and internships for students. Institution being autonomous the syllabi of various programmes are designed, discussed and decided by the selected teachers of subject expertise involve through board of studies and academic council, The award committee, students and innovation councils have faculty representation to coordinate effective discharge of functions. The IQAC with senior teachers aid in the quality assurance.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/177_document_6.1.1_vision_mission_1.pdf

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

Structural and functional decentralisation and coordinated executions are reflected in all endeavours. The Principal incorporates the suggestions and input of Heads of Departments into academic and administrative proposals for innovations. This collaborative approach helps in making informed decisions that align with departmental needs and goals. Faculty members are assigned diverse responsibilities namely Deans and Coordinators for cells, indicating a distributed leadership approach. Similarly, students are given responsibilities in most committees including co-curricular and extracurricular activities. This involvement encourages active participation and leadership development among both faculty and student and the student suggestions are considered through Students Council. This ensures that students have voice in shaping the college's activities and policies. Students are assigned

duties related to departmental and college activities that helps in developing practical skills, event management including teamwork. This hands-on experience is valuable for their personal and professional development. The Coordinators and members are changed periodically encourages spread of skills and experiences among all, promoting innovation, preventing stagnation. Deans of Curriculum, Training and Development, Research and Development, Welfare, Discipline and Institutional Social Responsibility (ISR) activities has specific responsibilities related to their area of assignment. The delegation of responsibilities to faculty members is transparent and accessible to all stakeholders.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/181_document_6.1.2_dean_additional_compressed.pdf

6.2 - Strategy Development and Deployment

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

Practice of P3 and P5:

The research and innovation culture is the need of hour and hence the staff and students are encouraged to attend conferences, symposia, seminars and workshops at this institution and at other places of national importance . All are continuously motivated on the P-3 practice namely Participation, Presentation and Publication of their academic research projects. The students of 2nd year participate, and at 3rd year publish as abstracts or extended abstracts in the regional, university, national, international meets and gains experience and confidence. It resulted in remarkable increase of P-3 hits. Further the UG students are bound to carry out group or individual projects and PG students have to carryout individual projects. This institution focuses on sustainable development goals as the core theme for projects irrespective of the disciplines. Further the faculty members participated in the next phase towards patenting and policy making respectively by science projects innovations and arts-humanities research streams. Some

teachers of humanities and science streams got the patents. R&D, IPR, IIC cells effectively coordinate and promote the research culture which results in achieving the projects from TNSCST and ICSSR. This results in increase of staff publication in Scopus and UGC approved journals.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.srisaradacollege.org/admin/naac-cycle_iii/2023/CRITERIA6/212_document_6.2.1_additional_link.pdf
Upload any additional information	View File

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.

Principle and practice of policies are strictly adhered. Admission policy is adhered as per the RJDCE directives. IT Police is carried out in the department of CS, IT and CA. Research policy aid guiding and getting funds for projects. The Principal executes the functions supported by the staff. Besides conducting staff Council and Committee Meetings IQAC ensures right activities. Various institutional cells/unit/bodies associated with autonomy namely Governing body, Academic Council, Board of Studies, Finance Committee, Awards Committee are in right grid with ideal governance. The service policy gears staff appointment as per the norms of the University. The faculty members are appointed depending upon the required qualification and availability of the candidates. As the institution is unaided, the sustainability of the staff in the institution is found floating due to several reasons. In such circumstances, temporary faculty members are appointed by the management for the benefit of the students. In case of relieving from service, the staff members are requested to provide three months prior notice and to complete the current semester. The organogram denotes the constructive and systematic functioning of the institutional bodies and reflects the spontaneous and integrated flow of academic/administration aspects from Secretary to the student community.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.srisaradacollege.org/admin/download iqac_file.php?id=NjU=
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac cycle iii/2023/CRITERIA6/179 document 6.2.2 additional 1.pdf

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) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

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

Leave Benefits: CL, Maternity leave, ML, On Duty for the staff to attend academic/research/Examination/BOS/DC Meeting.

Sabbatical leave: For thesis submission/pre-viva/final viva - three days leave with salary.

Employees Provident Fund: The management equal amount.

Special Salary package: Immediate hike in salary after the submission and award of Ph.D/NET/SET and on award of funded projects.

Loan: The staff members are permitted to avail personal/academic and other loans from the Bank with the concurrence from the management -

provide advance to staff without interest.

Fee concession: Financial aid - fee concession to the wards of the staff from LKG to Ph.D.,

Transport facility: It is provided to staff with lesser charges than the government transport. Residential accommodation is also provided to NTS.

Staff Club: The contribution to the Staff Club is utilized for looking after the meetings and get together annually - for presenting gifts on family functions.

Research and Publication support: Provide half registration fee, incentive for publication/conference participation/scientific-professional bodies Life membership registration of the faculty members.

Avenues for career development and progression: Earn while you learn and learn while you learn practice is in vogue.

Career Advancement for qualified NTS: upgraded and appointed as teaching faculty if they are qualified.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/170_document_6.3.1_additional..pdf

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

7

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

8

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

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.)

30

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution monitors financial resources for the infrastructural development and teaching learning process. Each and every penny spent for the development is properly audited by the chartered accountant. The proposals are made to Planning board and financial committee for laboratory equipment, library expenses, salary payments, building and other maintenance expenses.

Internal Audit: Financial controls are implemented by the management committee which monitors the use of funds as well as the utilization of funds. Economic policy is adopted for controlling expenditure and utilization of funds. All vouchers are audited by an internal financial committee on yearly basis. The expenses incurred under different heads are thoroughly checked. No major irregularities were reported in the audit. Accounts relating to funds from various

agencies are properly accounted, vouched and verified in the office and checked by the Principal.

External Audit:

External audit is done by the scheduled Chartered Accountants of Sri Ramakrishna Tapovanam. The accounts are clean and transparent without any complexity. The coordinated efforts of all the people concerned namely bursar office, college office and management pave the way for the best performance of accounts services. Auditor's report help in further planning towards generation of fund and conservation of fund including fund management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/171_document_6.4.1_additional_audit.pdf

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)

22

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

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

Institution is unaided getting fund from tuition fee. Judicious planning and restricted and essential purchase towards expenditure aid in the balancing of resources. The fund is judiciously utilised for salary, library, laboratory, building and maintenance. By the satisfactory and balanced economic budgeting, planning and allocation, the essential physical and academic facilities are augmented every year for the needs. The Purchase Committee decides with policy and procedure for need based essential purchasing only.

All the collections are deposited in bank and all expenditures, recurring and non-recurring are operated through Cheques or Electronic mode. Authorised persons of the management handle the transactions. Institution is getting support from philanthropists by way of specific donations, endowments and partial supporting funds for students. The digital language lab was established with the partial support of CSR. The campus is having some farm practices that support some percentage of needs. At times of financial crisis whenever the students fail to pay or delay in payments of college or hostel fee, interest free loans from branches or other sources help in mobilising fund and its optimal utilisation. In spite of the difficulties none of the earlier practices towards the welfare of the students and staff are suspended or stopped.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/172_document_6.4.3_audit_statement_mobilisation_of_funds_1.pdf

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)

1. IQAC serves as an Ambassador with F-3 Practice by dividing the task and doubling the success with Friction Free Functioning (F-3) amongst the management, principal and staff, irrespective of their seniority in service. The compendium and college calendar serve as ready reckoner for the stakeholders. With five different functional Deans encompassing specifically assigned cells and forums functions harmoniously. For all activities of the college from a to z, the duties and responsibilities are clearly slated democratically according to their capacity and aptitude and discharge their best.

2. "One out - One in" Twin headed system: Most cells and forums are with two people in addition to the associated members. Frequent mobilisation of staff is prevailing in most of the self-financing institutions, results in stagnation or missing and discontinuity of certain activities/documents. Since 2016 the director of the

institution suggested and introduced this system and it helps in continuity and sustenance and augmentation. Among the two namely, Coordinator and Joint coordinator, if one leaves, that place is filled with other fit person to keep continuity and clarity. IQAC team is tuned and trained for assuring the best with the available resources with all patience, consistency and commitment with ideal work culture.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/173_document_6.5.1_post_accreditation_initiatives.pdf

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

1. **Confirmation of the Teaching plan Proposed and Practiced:** Courses are allotted to faculty members democratically as per their expertise in the department council meeting. The teaching plan of the semester is made to accommodate 3 CIAs and model theory and practical examinations with buffer days for the students study before the ESE. ICT tools are made to use to prepare and deliver their lectures through audios, videos and PPTs for effective teaching- learning process. Learning outcomes are reflected through the percentage of results, marks, classes with distinction and ranks attained by the candidates. The days of the semester in case of loss, IQAC pass guidelines to manage the same.
2. **Administrative and Academic Audit:** A review of action and academic plan conducted by IQAC, which aims at departmental developments, result analysis, implementations, deviations of the plans and reason for it. The departments are made to do a SWOC Analysis of their performance based on academic results, research projects, research outcome, effective curriculum implementation and use of ICT related pedagogical methodologies. It makes recommendations for the departments to do self-evaluation and to set higher goals to meet new challenges. Performance Appraisal System for the staff members are reviewed and reckoned.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/176_document_6.5.2_teaching_learning_process.pdf

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	https://www.srisaradacollege.org/admin/IQAC/Magazine/135_Sarada%20Magazine_merged-3-188.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Being equally fair to men and women is the practice of gender equality. The college is extremely dedicated to gender equity and sensitization.

1. Safety and security

The entire campus is under the surveillance of CCTV cameras. To

provide the highest level of safety and security, the entire campus is equipped with a high, elevated compound wall with fence lights. In order to keep track of people who enter and exit at the college premises.

1. Counselling

All the students are divided into several groups and class teacher shall be the incharge of counselling. The counsellor shares valuable information and provides guidance to help students to achieve in their academics and in life.

1. Common Room

Common room facilities are available for students in the Hostel. Students can relax themselves when they feel uncomfortable. Students who are sick can use the hostel common room.

4. Day Care for young children

Children of the employees are looked after and cared during daytime at Day Care center. Little children could spend their time in Day Care in peaceful situation by receiving the basic knowledge for their education.

1. Other measures:

Teachers accompany the students on field visits, field study, internships, and Industrial Visits to ensure their safety. The Tally Graduate Course, Typewriting, Office Automation, MS Office, DTP, NSS, NCC, YRC, RRC, Consumer Club, PESSY, and Green Clean Crops are some of the extracurricular programmes on campus that support equity.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA7/182_document_7.1.1.pdf

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

Biogas plant

A. Any 4 or All of the above

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

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

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

1. Solid waste management:

As part of the Swachh Bharat project and Green Clean Campus, the college makes several efforts to ensure the cleanliness of the campus. Dustbins are available in every department classroom and in various places of Campus for the disposal of dry trash. Entire campus is provided with green bin and red bin for the disposal of green wastes and glass/plastic wastes.

1. Liquid waste management and Waste recycling system:

Students are made aware that conserving water is equivalent to conserving their future. Liquid waste from restrooms, toilets, and washrooms is regularly disposed of by directing it to a drainage system to drain off the waste water to the NeerVazham pond. Moreover, sprinklers are utilised to water the lawn for the low consumption of water.

3. E-waste management:

Through the government-approved contractors institution regularly dispose of the electronic garbage collected at the college premises from the students and public. The Tamil Nadu Pollution Control Board-certified approved vendors will receive the e-waste from the college that is collected by the department of physics, which will be properly disposed.

1. Biomedical, Hazardous chemicals and radioactive waste management:

Biomedical waste is properly disposed from the campus. The campus is free from Radioactive wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

- 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	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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.

A. Any 4 or all of the above

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

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

Students residing at Hostel regularly do Surya Namaskaram and Prayer in the morning. The morning assembly and prayer sessions consist of religiously harmonious songs and shared moralistic values among students. The students are also asked to come in full uniform, that is, sarees, to adhere to the importance of our tradition and also to maintain unity among the students. In order to make the students respect other states' cultural several traditional function were celebrated in our college. In particular Onam, the traditional function of Kerala was celebrated every year in our premises. International Mother language day or Mother tongue Day was celebrated every year, to enhance multilingualism that can advance inclusion. It also promotes cultural diversity and multilingualism. Our institution provides education with the philosophy of providing Harmonious Education on the belief that all students can learn and succeed. Aiming to retain communal harmony among students' of different religions, castes, creeds, and different background, study together in a same classroom with love and peace amongst them. The students are encouraged to come in uniform in all occasion to show equality among them. Students from different medium are put together in a single shelter and they are given equal opportunities to prove themselves without any difference.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The Drug Awareness Rally was organized by the RJDCE office, Tirunelveli, to foster a sense of responsibility among the students and to promote a healthier and drug-free lifestyle. The Remembrance of Freedom Fighters Series (RFF) sessions were conducted by the Student Council at the end of every month to make the students well aware of the struggles and achievements of the great leaders of our country and to understand a sense of compassion and brotherhood. Youth Awakening Day was conducted on October 15th in order to direct the students on the right path. 74th Republic Day was celebrated on January 26th, 2023, on the college premises to celebrate the fact that we all stand as a united force in spite of our differences. These entire programme were organized by the institution to promote the students welfare and to make them aware of their responsibility to become better citizens of the nation. Every year our students contributed to flag day. The students are trained to aware of their responsibilities and they are ready to offer their life for our Nation. They are instructed to eradicate the evils like liquor drinking, drugs, tobacco-smoking and betel- chewing. They are wide-awake that disloyalty to our nation is crime and a sin.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

On January 30th of each year, Martyrs Day is observed, in which students and staff members sing patriotic songs and observe a two-minute silence to honour the sacrifice and contributions of Mahatma Gandhi, the Father of our Nation. The International Day of Non-Violence was organized on October 1st in order to disseminate the message of non-violence through several competitions and public awareness. World Rivers Day was organised by the GCC on September 24th to highlight the importance of rivers, aiming to encourage people to preserve our important and beautiful rivers. Swami Vivekananda Jayanthi is observed on January 12th as National Youth Day. Our college library, "Sarada Library," has organised World Book Day to explain the importance of books to the students. We also celebrate National Librarian Day on 12th August 2022 in order to explore the current trends in library science. International Yoga Day was celebrated on 21st June 2022 which aimed to create awareness about the numerous benefits of practicing Yoga to adopt them with a healthier life style. We also celebrate festivals like Krishnan Jeyanthi, Navaratri, Pongal and Samathuva Pongal. Thus, the Institution observed several national and international commemorative days and elucidated several values of each day that was observed.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

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

1. Title of Best Practice – Weekend Talent Exhibit Programme
2. Objectives

- To help the students with self-esteem, confidence, and assurance of youth life
- To create a healthy and positive competitive environment among the students.
- To provide guidance and career counselling to rural students for their bright future.
- To inspire the innovative ideas of the students.

1. The Context

Students can learn valuable life skills and knowledge by expressing their unique talents. The college gives students the chance to exhibit their innovative ideas. The students were given 50 quiz questions on various branches of knowledge.

1. The Practice

For the 'Weekend Talent Exhibition' programme, students gather every weekend in the prayer hall. The students were given ample space to exhibit their talents in the form of mime, riddles, singing, and classical dancing. Additionally, a variety of knowledge-based competitive exam questions were offered to the students. It aids students in gaining a thorough understanding of many topics.

1. Evidence of Success

The students came to know about their innate talents and could move a step ahead towards their success. Moreover, the students could get some basic knowledge about all branches of knowledge.

1. Problems Encountered and Resources Required:

At times, students find it difficult to involve in volunteerism, as they were not grown up in such circumstance.

File Description	Documents
Best practices in the Institutional website	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA7/183_document_7.2_best_practices.pdf
Any other relevant information	https://www.srisaradacollege.org/gallery_photos.php?aid=11

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)

College life is about interacting with other people and being aware of social, environmental, and gender issues and inequities in the society. The institution organizes courses in the teaching and learning of the English language using the ICT method of teaching in smart classes. It also implements a certificate and diploma programme, skill training courses, and the NPTEL programme for the betterment of women's education. In order to keep up with students in the mainstream, the college encourages its students to engage in extracurricular activities, including NSS, NCC, YRC, GCC cultural, and sports. The institution provides an opportunity for every student to contribute to or make the society in which they live a better place and to grow as better individuals. The college also gives importance to research to a greater extent. The institution is making a significant contribution to its research in the arts and sciences, fostering partnerships with national and international research institutions and industries to advance scientific knowledge and its interchange for the advancement of modern arts and sciences. The institution also gives hostel students the chance to serve others, improve their leadership abilities, and learn how to plan modest events that will improve their quality of life.

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.

The language departments English, Tamil, and Sanskrit have introduced courses to enhance learning, writing, reading, and speaking abilities of UG students from local, state and national levels. Part III Major, Allied and Major Electives, suits all four levels. Part IV courses namely value education, NMES, EVS, Value-added and skill-based courses transcend domain knowledge. Part V activities NSS, NCC, YRC, RRC, CCC, GCC, and SSSS address all needs. Human Rights Education, Gandhian Principles and Practice and Ethical Studies provide National and global perspective. Extension activity fosters community development and social responsibility at the local level. Courses assist candidates in developing holistically integrating the hand, heart, and head. Indispensable amendments have been made to each programme as and when required by BoS. The POs for all Programmes carry components ranging from contribution to the existing body of knowledge to the acquisition of general graduate skills. The POs for PG students include mastery of the subject knowledge and its applicability pertinent to context, learning-teaching skills, preparation for higher education and all allied initiatives. For under-graduate programmes, program outcomes include comprehension of the course or subject concepts, learning effective communication skills both in English and in their native tongues and preparation for higher education.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA1/187_document_1.1.1_local_regional_national_global_03.02.24.pdf

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

18	
File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File
1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year	
56	
File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of new courses introduced across all programmes offered during the year	
105	
File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System	
18	

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

Curriculum covers Professional ethics, Business Ethics and Corporate Governance. The students underwent a Student Induction Program (SIP) at the beginning of every semester. It helps to develop their professional skills such as LSRW, resume writing, and mathematical reasoning. Events conducted: Orientation Programmes, Professional Coaching classes for Competitive Examinations, Skill Development Courses, Workshops, Conference and Seminar.

The issues of gender equity and equality are addressed in the curriculum such as Gender Studies, Women's Studies which have thrust area on gender sensitization. Women's Cell monitors work with pupils to improve and shape the ideal qualities. Events conducted: Awareness Programmes, Women's Day Celebration.

Conducting spiritual retreat, narrating moral stories by faculty members, through that students improve listening, reading skills and also learn about human values. Students' group projects based on SDG that strengthens and reflects the values of universal and global peace. Events conducted: Spiritual Retreat Workshops, Remember Freedom Fighters and to inspire and motive youth for Social Justice.

First year UG students learn, and experience the current scenario on environmental education. All final year students in UG, PG, M. Phil and Doctoral programmes are instructed to conduct research projects based on UNO's Sustainable Development Goal-based themes, which allows students to reflect on their Sarvodaya and Antyodaya values after becoming acquainted with the SDG.

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	View File
Any additional information	View File

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

46

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

1304

File Description	Documents
List of students enrolled	View File
Any additional information	View File

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

608

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the **A. All 4 of the above**

syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA1/210_document_1.4.1_feedback_atr.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA1/211_document_1.4.2_feedback_atr.pdf
Any additional information	View File

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

413

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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)

362

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

By SCSL and SCAL, freshers are subjected to tests on plus two subjects. Students who were recognised as Slow Learners (SL) are given attention. Mentors are assigned to offer guidance, and emotional support. Course teachers provide easy notes, short cuts and flow chart pattern study materials. During SIP, the AIs are identified on their academic accomplishments and participations. AIs are provided with additional study materials, journal papers etc., to excel for scholarships for studies/research. The placement cell prioritize such students to excel in competitive examinations. AIs enrol in certification in NPTEL, SWAYAM and MOOC and participate in technical festivals, state and national-level seminars, inter-college competitions etc. AIs also are enrolled in skill development programs on Communicative English and Aptitude towards Employability and higher education. Each department offers courses tailored to meet the needs of various student groups. These courses help in improving academic performance, particularly SLs and those who are frequently on permission due to sports and other activities. This approach enables slow and struggling learners to enhance their subject knowledge and enables easy access for learning. Group study and peer study are adhered to both SLs and AIs. Bilingual explanations and discussions are provided to facilitate better comprehension.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA2/156_document_2.2.1_ai.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
20/07/2022	1291	78

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Interactive lectures, field projects, computer-assisted learning, experiment-based curriculum, case studies, Internships, group discussions are given in Mathematics, Commerce, and Economics.

Experiential Learning: Departments offer Certificate/Diploma programs to equip students with practical skills for self-employment through hands-on training that foster creativity and elevate students' cognitive abilities. Laboratory sessions provide opportunities to engage in experiments. During internships, students gain valuable hands-on experience and enhance their skills.

Participative Learning: Industrial/Institutional visits are organized to immerse students in real-world learning experiences to apply their knowledge in practical settings. Students participate in seminars, group discussions, projects, and entrepreneurial courses, applying their specialized technical and management skills. They also engage in interdepartmental skill display competitions, View IT, inter-institutional competitions, and Kala Sarada, Gana Sarada Competitions.

General and department quizzes are regularly held at intra and inter-collegiate levels, fostering the development of managerial, technical and soft skills among students. Students actively participate in workshops and presenting papers in seminars and conferences, publishing in journals contribute the dissemination of their knowledge in learning.

Problem Solving Skills are nurtured through case studies, mini projects and field visits. These experiences support students to identify problems, define the root causes, propose solutions,

implement corrective measures and evaluate success of their interventions.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/157_document_2.3.1_ai.pdf

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

Information and Communication Technology (ICT) plays a pivotal role in enhancing and optimizing the educational process. Our institution is equipped with a range of technological resources to facilitate seamless communication, material sharing, curriculum delivery, and academic support.

Each department is equipped with LCD projectors to enhance instructional methods. Our Postgraduate department utilizes a Learning Management System (LMS), along with tools like emails, WhatsApp groups, Zoom, and Google Classrooms for effective communication, resource sharing, announcements, testing, assignment submissions, presentations, Q&A sessions, and mentoring.

In our labs, departments, and library, we have installed printers to ensure easy access to hard copies of academic materials. Furthermore, at the main office, photocopier machines and multifunctional printers are available exclusively for academic purposes. Our Seminar Hall and Smart Hall are digitally equipped, allowing faculty members to utilize LCD projectors for dynamic PowerPoint presentations.

To enrich the learning experience, we regularly organize guest lectures, expert discussions, and various competitions in digitally-equipped seminar and conference rooms. These events are often conducted, enabling students to access high-quality teaching and counselling.

Our dedicated educators also conduct workshops, introducing students to the latest teaching techniques and leveraging various ICT technologies readily available. Additionally, our central

library boasts a comprehensive CD bank covering numerous educational topics, readily accessible for both students and teachers, containing student project contents for Undergraduate, Postgraduate, and M. Phil levels. These resources empower our students to harness the potential of technology and develop the skills necessary for their academic and professional journeys

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.srisaradacollege.org/admin/naac_cycle_iii/2020/CRITERIA2/8_document_2.3.2.pdf
Upload any additional information	View File

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

2.3.3.1 - Number of mentors

78

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

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

The Institution diligently prepares and adheres Academic Calendar in advance, for the upcoming academic year. It includes important dates beyond working days, various activities, CIA examination, semester examination, National and International day celebrations, year planning for all departments, proposed committee meetings and vacation periods.

The Academic Calendar plays a vital role in providing an overview of the total working days available. Teachers adhere to teaching plans already submitted with the IQAC. These plans encompass the allocation of hours for classroom teaching, case studies, and laboratory sessions in accordance with subject requirements. CIAs and ESEs are planned and conducted in a phased manner. It also includes deadlines for assignments, quizzes, viva-voce, and class seminars. Departments are responsible for updating the calendar

to reflect any necessary amendments. To ensure the successful execution of these teaching plans, the institution maintains the Academic Interaction Record (AIR) and Curriculum Delivery Register (CDR). These documents serve as concrete evidence for the effective teaching. Institution synchronizes teaching and examination schedules to ensure balanced coverage of syllabus. A final buffer period of three to five days is included for revision, as requested by students. This planning and coordination ensure a well-structured and effective academic year for all stakeholders involved.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

78

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

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

33

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	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time

teachers' total teaching experience in the current institution)**544**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

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****20**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year**124**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

Conduct of CIA is delegated to a Dean. Submission of question papers, scrutiny of questions, CIA dates, allocation of examination halls and hall superintendents (roster basis) including the support staff are shared through IT means. Advance notification on above activities are processed and proceeded in

user friendly manner for all stakeholders concerned. The submission of CIA marks by the course teachers to HoDs and to the CIA cell is through IT support. Voluminous registers are stopped and thereby institution has reduced paper use. The progress report of the students are sent to the parents by online mode. Separate software is not available; but all the requirements are carried out with SOP keeping confidentiality, speed, precision and integrity. Consolidated CIA marks prepared by teachers concerned are acknowledged by the students and on confirmation by HoD and approval of the Principal, CIA dean transmits the data to the Autonomous Controller of Examinations. Major reforms carried out are: Ensuring the Bloom's Taxonomy, preparation of question banks, judicious award of marks for assignments in decimals below 5 and to award decimal mark in case of deprivation of one mark while totalling, due to lack of a decimal, if provision exists in assignment marks status.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/186_document_2.5.3_evaluation_process_and_reforms.pdf

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

The college has established clear graduate attributes and learning objectives as part of its educational framework. These objectives are designed to be achieved through the definition of Program Outcomes (POs) and Program Specific Outcomes (PSOs) for all academic programs, following the guidelines provided by NAAC.

These POs are closely aligned with the specific learning objectives and encompass various aspects, including Knowledge outcomes, Skill outcomes, and Values outcomes. The intention behind developing POs and PSOs is to ensure a comprehensive and thorough learning experience throughout the program and its courses.

Course Outcomes (COs) are developed with a specific set of criteria in mind. They are designed to specify the minimum level of achievement required for students to succeed in each course.

These COs are constructed based on Bloom's taxonomy, encompassing various cognitive levels, such as Knowledge, Comprehension, Application, Analysis, Synthesis, and Evaluation.

The Head of the Department collaborates with the faculty to develop the PSOs and POs in alignment with the Graduate Attributes and the Vision and Mission of both the Institute and the department. Feedback is sought from alumni and employers to gather their perspectives.

The process is continuously monitored, adhering to the principles of Outcome-Based Education. This ensures that the objectives remain up-to-date and effective, the POs, PSOs, and COs are prominently displayed at various locations, including the institute's website and the students' notice board. This dissemination of information allows everyone involved to have a clear understanding of the educational objectives and outcomes of the programs

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/168_document_2.6.1_course_outcomes.pdf.1.pdf

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

This assessment process encompasses two aspects namely Formative Evaluation i.e. CIA and Summative Evaluation i.e. ESE. The Institution conducts three CIAs and one model examination to gauge Course Outcomes. This evaluation method encompasses class performance activities, including CIA requirements namely assignments, Quizzes, laboratory experiments, case study analysis, field visit/field study/field report or any other activities directly related to Course Outcomes. CIA comprises of 25% of the course and the most students attain higher outcome well beyond the basic requirement. In case of slow learners the deficiency of CO are rectified by offering additional examinations to reach the minimum requirement and standard. ESE covers 75% of the course and duly evaluated by external examiners. Students attain expected outcome and the level of

deficiency is least. Among all the programmes, the English, Economics, Business Administration, English and Information Technology degree programme students exhibit their outcome in ascending trend from first semester to last semester reflecting the quality outcome. In contrast, in Mathematics, Physics, Chemistry, Commerce and Commerce with corporate secretaryship, PSOs and COs reflects the higher trend in all the semesters leaving trace cases in first semester with lesser outcome. In the autonomous system, Award committee examines the PO, PSO and CO.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/169_document_2.6.2_ai.pdf

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

471

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.srisaradacollege.org/admin/IQA_C/Magazine/135_Sarada%20Magazine_merged-3-188.pdf

2.7 - Student Satisfaction Survey

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

https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA2/184_document_2.7_student_satisfaction_survey.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 Institution encourages and promotes research among faculty members and students by providing them with the requirements in terms of laboratory settings, such as laptops, a free wifi network, journals, consumables, chemicals, laboratory equipment, and seed money for small projects. In this academic year, management spent on purchasing a new muffle furnace, sample cleaning sets, and an autoclave for the Nano Lab in the department of Physics. To motivate and encourage the students and faculty members to participate in conferences, seminars, and workshops, the Institute supports them by providing a partial amount of TA and registration fees and publication fee. The management supports by making 50% reimbursement of the lifetime membership fee of staff who subscribe to membership in National Bodies. In the year 2022, six of our staff members got life membership in the Indian Science Congress Association. The institution constantly motivates staff members to apply to funding agencies. The staff members are awarded with kuthuvilakku and Rs. 5,000 on conferring Ph.D. degree. Many conferences have been conducted by the various departments on campus with the financial support of the management. Research Centre in Commerce and Computer Science enables the students and research scholars to have active demonstration of research with the necessary software, journals, and computing facilities for carrying out research activities.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.srisaradacollege.org/
Any additional information	View File

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)**2.78**

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year**2**

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

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)****2.40**

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

15

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/165_document_3.2.2gov_and_ng_additional.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

5

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

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

13

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/166_document_3.2.4.gov_and_nongov_amt_ii.pdf
Any additional information	View File

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.

Institution is affiliated with Institution Innovation Council under MHRD called MIC. It is also registered with Information Communication Technology Academy (ICTA). The R&D cell, Innovation cell, IPR Cell, Incubation and Start-up cell are established in a humble manner. MCA programme of this institution is affiliated with AICTE. All the students of the institutions are doing real time field/laboratory projects. UG students are doing group projects and PG students are doing independent projects. The project's themes are mainly based on sustainable development goals (SDG). Institution is having PhD - research centre for Commerce and Computer Science. Institute conducts 4 Pre-doctoral programmes in English, Mathematics, Commerce and Computer Science. Entrepreneurship development centre is on active roll and annually exhibits sales expo. In the even semester the institution is offering job oriented certificate programmes which fetches income for the sustainability of a family. The neighbouring communities in the adopted and other villages are regularly exposed to such and other need-based awareness promotion programmes. The institution is having startup for tailoring, dress designing, vermicomposting, vermiculture, dairy farm and Sericulture. Soon mushroom culture startup will be established. The social work students are offered with Zero waste integrated bioorganic farming course, which is having multifaceted nature.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/153_document_3.1_iic_report.pdf

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

14

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards	
3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above
File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File
3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year	
3.4.2.1 - Number of PhD students registered during the year	
0	
File Description	Documents
URL to the research page on HEI website	https://www.srisaradacollege.org/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File
3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year	
0.16	

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

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

1.69

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA3/154_document_3.4.4.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

14

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

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

3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy	
3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)	
0.03	
File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File
3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year	
150931	
File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
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	
Every department of the institution is discharging extension activities towards achieving holistic development of the local villagers. As the institution is rural bound, the students and teachers reach and preach season-based awareness programmes on health, voter awareness, fire safety, women safety, bank	

literacy, ICT literacy, computer literacy, business literacy, English literacy and Popular science exposure in Mathematics, Physics, chemistry and for Integrated Bioorganic farming practices. The Institution also organizes activities to promote the Institution neighbourhood community by sensitizing students to social issues through the National Service Scheme (NSS), National Cadet Corps (NCC), Youth Red Cross (YRC), RedRibbon Club (RRC), Consumer Care Consortium (CCC), Sarva Seva Shanti Sena (SSSS), Green Clean Corps (GCC), Swachh Bharat Abhiyan, Unnath Bharat Abhiyan (UBA) programmes, Physical Education, Sports Science and Yoga (PESSY) programmes. Blood Donation Camps, Siddha Medical camp, Eye Camp, Awareness and Orientation Programs on Civil Defence, Health and Nutrition, Tree Plantation program, Legal Awareness for women, Awareness on the benefits of Traditional food, Social Awareness, Cyber Crime Awareness, Health Alertness, and Yoga Classes are organised. 36 extension activities were carried out during the academic year 2022-23. Students of Social Work have visited, interacted and conducted Socio Economic Empowerment status of Samathuvapurams.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA3/167_document_3.6.1.extension_dept.pdf

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

34

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

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)

36	
File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**1291**

File Description	Documents
Reports of the events	View File
Any additional information	View File

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****14**

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

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)**6**

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Learning Resources availability includes Central library, department library at PG departments, Book Banks at UG departments, Digital Language Laboratory, dedicated Labs for Physics, Chemistry, Computer science, IT, Computer Application, are available. Computer browsing centre with advanced technology is on use at college and hostel. Spacious Classrooms with fresh air, light, ceiling fans and required furniture are available. LCD Projectors are available at final UG classes of all departments. The Central Library is Wi Fi enabled and has academic CDs and DVDs and with subscription to INFLIBNET (NLIST). It also provides access to the internet data base of research contents for academic purposes. Learning Management System (LMS) is used for effective communication and sharing of study materials/conduct of classes. Presently it is available for PG students. For tailoring/dress designing course individual sewing machines are provided. The agriculture-dairy space is available for doing students projects. Typewriting machines are available for students to participate Technical typing examination under MoU. Support Facilities include comfortable hostels, canteen stores department to provide additional requirements. All buildings have PWD friendly ramps. Nano lab is available in the department of Physics. This lab is optimally utilised by students for project and by teachers for their research towards PhD.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/191_document_4.1.1_new.pdf

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

Facilities for cultural activities: The institution organizes events such as various educational cultural spiritual events viz congregation, Arts fest, College Day, Freshers' Day etc. Regular Music faculty, visiting Dance faculty, musical instruments, Drama equipment, Costumes, PAS are available for practicing and performing diverse cultural activities. Auditorium is large with

capacity to seat 3000+ with high quality PAS. Spiritual Assembly hall is available at Temple complex.

Facilities for sports, Games and yoga: The institution is offering integrated Physical Education, Sports Science and Yoga (PESSY) theory and practice. Auditorium is used by the hostel students for doing Suriya Namaskar at early hours daily Yoga by all as per schedule. In temple complex, all the students meditate and perform pranayama during the congregational worship on every Saturdays. The playground is provided with track and field events practice for kho-kho (27m x 16m), volleyball (16m x 9m), football (120m x 90 m), ball badminton (24m x 12 m), handball, kabaddi (12m x10m) and table tennis (27m x 16m). Annual sports, state level tournaments, NCC examinations and NCC Camps are held in the institution premises'. Students are using Auditorium for Gymnastic practices. Table tennis indoor game's structure is available. Kitchen is provided with steam cooking.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/192_document_4.1.2_new.pdf

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

54

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

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

67.05

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The library is fully automated through Integrated Library Management System (ILMS) known as KOHA ILMS 21.05.10.000 software which is developed by Katipo Communication Ltd., and the year of automation is 2014. The facilities include masters, book management, barcode facility, book accession, OPAC, catalogs and administration. The services include Databases, CD Bank and E-learning facility. Encyclopedia Britannica are given to those classes who come on deputation.

Collection and sharing of Newspaper clippings on current topics/seminars/workshops /employment is in practice. The central library serves as the documentation centre- keeping the videos, photographs, audios of the institution.

Students Reading room, Reference section, faculty members section, Journal and Magazines sections, Internet facility, E-learning facility and discussion room are available.

Question banks of all discipline and

Number of Ph.D Thesis of faculty members : 60

Total number of Books : 31488

Text books + Student reference copies + Department Books : 31488
+ 3516 + 4955

Magazines : 24 & Journals : 47

Number of back volumes and E information resources : 513

CDs on Science and Technology : 1013

Competitive examination books : 272

Braille materials : 3 numbers & Rare collection Vedas : 10

Gazetteer : 4 numbers & Micro films : 462

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/195_document_4.2.1_new.pdf

**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	View File
Upload any additional information	View File

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

6.41

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

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

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

220	
File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File
4.3 - IT Infrastructure	
4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities	
<p>IT policy of the institution is established with three aspects namely confidentiality, integrity and availability that include purchasing, service management, asset management, data management, enterprise architecture, information security, change management. Eleven ICT-enabled classrooms are equipped with modern audio systems. These classrooms facilitate stress-free digital education by providing interactive learning experiences. The campus is fully Wi-Fi enabled, ensuring seamless and uninterrupted connectivity. The Institution constantly upgrades its infrastructure, including Wi-Fi coverage, software upgrades, and integrating ICT into teaching and learning processes. The Institution receives its internet bandwidth from BSNL fiber connection, providing a bandwidth range from 60mbps to 100mbps. This ensures fast and reliable internet access. The departments are equipped with various IT facilities, such as computers, laptops, printers, scanners, copiers, projectors, software programs and network services including wired and wireless internet access are also available. The computer systems have varying configurations, ranging from Pentium Dual Core to Intel Core i5 & i7 processors. The RAM size ranges from 4GB to 8GB, and the hard disk sizes range from 500GB to 1TB. To enhance connectivity, the Institution has installed 16 Wi-Fi routers throughout the campus. This allows them to maximize the benefits of accessing the internet for their projects and research works.</p>	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA4/199_document_4.3.1_new.pdf

4.3.2 - Student - Computer ratio	
Number of Students	Number of Computers
1291	302
File Description	Documents
Upload any additional information	View File
4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	
A. 50 Mbps	
File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded
4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	
A. All four of the above	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/202_document_4.3.4_new.pdf
List of facilities for e-content development (Data Template)	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
87.74	

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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.

Buildings and class rooms are opened, locked and cleaned in time with a key log register maintained at college main office. Interior is maintained by earmarked housekeeping women workers. Electrical points/devices, doors, and windows are managed judiciously. Class leaders are given responsibility for maintenance and upkeep.

Users log register system is in practice for booking, utilizing, planning, and maintaining seminar halls, smart hall, and auditorium. Laboratory technicians/assistants maintain instrumentations, stock register, and upkeep. Equipment servicing, glassware purchase and condemnation, instrument log register and AMC system are adhered to. Department-wise annual stock verification is done by faculty members. Entry and exit registration is obligatory for library users. Biometric system is in vogue for staff roll management. Suggestion, Complaint and Grievance box is installed to take users' feedback for library enrichment. "No dues" from the laboratory/library is mandatory for students at the end of semesters. Inter-departmental stock verification, library and sports equipment issue, usage, return, and maintenance register is in practice. Playgrounds are maintained as grass-free, stone-free, and free from creatures. IT facilities maintenance and problems are outsourced. Software updating is done by lab technicians. Log in, log out of students, faculty members, and visitors are maintained by a log in register.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA4/204_document_4.4.2_new.pdf

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year	
422	
File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File
5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year	
280	
File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File
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	https://www.srisaradacollege.org/index.php
Details of capability development and schemes	View File
Any additional information	View File
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year	

487	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The institution 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	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of outgoing students who got placement during the year	
55	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

136

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
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**

10

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

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**

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

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

The capable, brilliant, confident, willing and disciplined students are nominated as office bearers. Office bearers are selected from each department for committees and forums. Volunteers disseminate information from college administration

and other committees to all students. They assist teachers in planning, organizing and executing student-oriented activities/programmes. They serve as mediators and communicators between students and teachers to share if any and have free access to principal. The college has a forum in each Department. Forum comprises of Secretary and Joint Secretary guided by the faculty in-charge of the departments. The forum organizes activities of the departments. Principal is the President of the union and all the associations. Each Association will be guided by a Students Vice president. Chairwoman and Vice - Chairwoman are selected from III UG. Secretary and Joint Secretaries are chosen from II UG. Office bearers act as placement representatives and coordinate placement, guest lectures and training. The student representatives of the Fine Arts Association organize extra-curricular and cultural activities. The Hostel committee members check and fulfil the requirements of the students in the hostel. Hostel representatives assist hostel menu and study. Committee provides suggestions on needs and issues of the college on Curricular, Co-curricular, Extra-curricular and support services.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA5/162_document_full_5.3.2.pdf

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

28

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute

significantly to the development of the institution through financial and other support services

The College has an Alumnae Association registered on 09.02.2017 as "SaradaSuta's Sangamam"(SSS). SSS serve as a strong bond between alumnae, current students, staff and management. The alumnae give support to the student's through interaction, financial funding, guidance and placement. Subject experts from Alumnae group are included as members in the Board of Studies. They are invited for academic and research programmes at the college and they interact with their teachers and express their suggestions on curriculum revision. Alumnae give Guest lecturers to the existing student's on some contemporary technological developments and career guiding focuses. Once in a year, by August Second Saturday Alumnae Meet is organised. Eminent alumnae, alumnae in Distinguished cadre, proficient alumnae specialists, ideal and leader alumnae are invited for offering student development motivation and FDP and to deliver talks, guest lectures, seminars and counseling to students. In 2022-2023, Old Students Association of our College was held on 13.08.2023. Alumnae of various departments were invited as guest of honour and they delivered motivational address and shared their memories. 166 alumnae from far off places shared their experiences. Financial support to the institution is not yet arrived. But few alumnae support the poor students by paying examination fee.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA5/163_document_full_5.4.1.pdf

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the

vision and mission of the Institution

Academic calendar exhibit the participation of teachers in all committees which are organized on specific areas or functions, allowing faculty members to contribute to the institutions in overall operation and holistic development. Admission Committee monitors the admission process with SC faculty member. Faculty members representations add valuable Advisory, Sports and Hostel functioning. Complaint and Redressal, Anti-Ragging and Women Cell, Student Welfare and Discipline Committee ensures the well-being of students. Examination Cell comprises the deans of Autonomous and CIA. Research, Innovation, and Development Cell with a faculty expert with explorative nature. Finance Committee with commerce faculty manages the financial aspects. Sarada Suta Alumnae Committee connects with alumni and leverages their support and involvement in the institution's activities. Planning, Monitoring, Development Committee focuses on long-term planning, monitors progress, and drives the development of the institution. Training and Placement Committee facilitates career counselling, job placements, and internships for students. Institution being autonomous the syllabi of various programmes are designed, discussed and decided by the selected teachers of subject expertise involve through board of studies and academic council, The award committee, students and innovation councils have faculty representation to coordinate effective discharge of functions. The IQAC with senior teachers aid in the quality assurance.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA6/177_document_6.1.1_vision_mission_1.pdf

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

Structural and functional decentralisation and coordinated executions are reflected in all endeavours. The Principal incorporates the suggestions and input of Heads of Departments into academic and administrative proposals for innovations. This collaborative approach helps in making informed decisions that align with departmental needs and goals. Faculty members are assigned diverse responsibilities namely Deans and Coordinators

for cells, indicating a distributed leadership approach. Similarly, students are given responsibilities in most committees including co-curricular and extracurricular activities. This involvement encourages active participation and leadership development among both faculty and student and the student suggestions are considered through Students Council. This ensures that students have voice in shaping the college's activities and policies. Students are assigned duties related to departmental and college activities that helps in developing practical skills, event management including teamwork. This hands-on experience is valuable for their personal and professional development. The Coordinators and members are changed periodically encourages spread of skills and experiences among all, promoting innovation, preventing stagnation. Deans of Curriculum, Training and Development, Research and Development, Welfare, Discipline and Institutional Social Responsibility (ISR) activities has specific responsibilities related to their area of assignment. The delegation of responsibilities to faculty members is transparent and accessible to all stakeholders.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA6/181_document_6.1.2_dean_additional_compressed.pdf

6.2 - Strategy Development and Deployment

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

Practice of P3 and P5:

The research and innovation culture is the need of hour and hence the staff and students are encouraged to attend conferences, symposia, seminars and workshops at this institution and at other places of national importance . All are continuously motivated on the P-3 practice namely Participation, Presentation and Publication of their academic research projects. The students of 2nd year participate, and at 3rd year publish as abstracts or extended abstracts in the regional, university, national,

international meets and gains experience and confidence. It resulted in remarkable increase of P-3 hits. Further the UG students are bound to carry out group or individual projects and PG students have to carryout individual projects. This institution focuses on sustainable development goals as the core theme for projects irrespective of the disciplines. Further the faculty members participated in the next phase towards patenting and policy making respectively by science projects innovations and arts-humanities research streams. Some teachers of humanities and science streams got the patents. R&D, IPR, IIC cells effectively coordinate and promote the research culture which results in achieving the projects from TNSCST and ICSSR. This results in increase of staff publication in Scopus and UGC approved journals.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/212_document_6.2.1_additional_link.pdf
Upload any additional information	View File

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.

Principle and practice of policies are strictly adhered. Admission policy is adhered as per the RJDCE directives. IT Police is carried out in the department of CS, IT and CA. Research policy aid guiding and getting funds for projects. The Principal executes the functions supported by the staff. Besides conducting staff Council and Committee Meetings IQAC ensures right activities. Various institutional cells/unit/bodies associated with autonomy namely Governing body, Academic Council, Board of Studies, Finance Committee, Awards Committee are in right grid with ideal governance. The service policy gears staff appointment as per the norms of the University. The faculty members are appointed depending upon the required qualification and availability of the candidates. As the institution is unaided, the sustainability of the staff in the institution is found floating due to several reasons. In such circumstances, temporary faculty members are appointed by the management for the benefit of the students. In case of relieving from service, the

staff members are requested to provide three months prior notice and to complete the current semester. The organogram denotes the constructive and systematic functioning of the institutional bodies and reflects the spontaneous and integrated flow of academic/administration aspects from Secretary to the student community.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.srisaradacollege.org/admin/download_igac_file.php?id=NjU=
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/179_document_6.2.2_additional_1.pdf

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) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

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

Leave Benefits: CL, Maternity leave, ML, On Duty for the staff to attend academic/research/Examination/BOS/DC Meeting.

Sabbatical leave: For thesis submission/pre-viva/final viva - three days leave with salary.

Employees Provident Fund: The management equal amount.

Special Salary package: Immediate hike in salary after the Submission and award of Ph.D/NET/SET and on award of funded projects.

Loan: The staff members are permitted to avail personal/academic and other loans from the Bank with the concurrence from the management - provide advance to staff without interest.

Fee concession: Financial aid - fee concession to the wards of the staff from LKG to Ph.D.,

Transport facility: It is provided to staff with lesser charges than the government transport. Residential accommodation is also provided to NTS.

Staff Club: The contribution to the Staff Club is utilized for looking after the meetings and get together annually - for presenting gifts on family functions.

Research and Publication support: Provide half registration fee, incentive for publication/conference participation/scientific-professional bodies Life membership registration of the faculty members.

Avenues for career development and progression: Earn while you learn and learn while you learn practice is in vogue.

Career Advancement for qualified NTS: upgraded and appointed as teaching faculty if they are qualified.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/170_document_6.3.1_additional..pdf

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

7

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

8

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

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.)

30

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution monitors financial resources for the infrastructural development and teaching learning process. Each and every penny spent for the development is properly audited by the chartered accountant. The proposals are made to Planning board and financial committee for laboratory equipment, library

expenses, salary payments, building and other maintenance expenses.

Internal Audit: Financial controls are implemented by the management committee which monitors the use of funds as well as the utilization of funds. Economic policy is adopted for controlling expenditure and utilization of funds. All vouchers are audited by an internal financial committee on yearly basis. The expenses incurred under different heads are thoroughly checked. No major irregularities were reported in the audit. Accounts relating to funds from various agencies are properly accounted, vouched and verified in the office and checked by the Principal.

External Audit:

External audit is done by the scheduled Chartered Accountants of Sri Ramakrishna Tapovanam. The accounts are clean and transparent without any complexity. The coordinated efforts of all the people concerned namely bursar office, college office and management pave the way for the best performance of accounts services. Auditor's report help in further planning towards generation of fund and conservation of fund including fund management.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/171_document_6.4.1_additional_audit.pdf

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)

22

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

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

Institution is unaided getting fund from tuition fee. Judicious planning and restricted and essential purchase towards expenditure aid in the balancing of resources. The fund is judiciously utilised for salary, library, laboratory, building and maintenance. By the satisfactory and balanced economic budgeting, planning and allocation, the essential physical and academic facilities are augmented every year for the needs. The Purchase Committee decides with policy and procedure for need based essential purchasing only. All the collections are deposited in bank and all expenditures, recurring and non-recurring are operated through Cheques or Electronic mode. Authorised persons of the management handle the transactions. Institution is getting support from philanthropists by way of specific donations, endowments and partial supporting funds for students. The digital language lab was established with the partial support of CSR. The campus is having some farm practices that support some percentage of needs. At times of financial crisis whenever the students fail to pay or delay in payments of college or hostel fee, interest free loans from branches or other sources help in mobilising fund and its optimal utilisation. In spite of the difficulties none of the earlier practices towards the welfare of the students and staff are suspended or stopped.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA6/172_document_6.4.3_audit_statement_mobilisation_of_funds_1.pdf

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)

1. IQAC serves as an Ambassador with F-3 Practice by dividing the task and doubling the success with Friction Free Functioning (F-3) amongst the management, principal and staff, irrespective of their seniority in service. The compendium and college

calendar serve as ready reckoner for the stakeholders. With five different functional Deans encompassing specifically assigned cells and forums functions harmoniously. For all activities of the college from a to z, the duties and responsibilities are clearly slated democratically according to their capacity and aptitude and discharge their best.

2. "One out - One in" Twin headed system: Most cells and forums are with two people in addition to the associated members. Frequent mobilisation of staff is prevailing in most of the self-financing institutions, results in stagnation or missing and discontinuity of certain activities/documents. Since 2016 the director of the institution suggested and introduced this system and it helps in continuity and sustenance and augmentation. Among the two namely, Coordinator and Joint coordinator, if one leaves, that place is filled with other fit person to keep continuity and clarity. IQAC team is tuned and trained for assuring the best with the available resources with all patience, consistency and commitment with ideal work culture.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/173_document_6.5.1_post_accreditation_initiatives.pdf

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

1. **Confirmation of the Teaching plan Proposed and Practiced:** Courses are allotted to faculty members democratically as per their expertise in the department council meeting. The teaching plan of the semester is made to accommodate 3 CIAs and model theory and practical examinations with buffer days for the students study before the ESE. ICT tools are made to use to prepare and deliver their lectures through audios, videos and PPTs for effective teaching-learning process. Learning outcomes are reflected through the percentage of results, marks, classes with distinction and ranks attained by the candidates. The days of the semester

in case of loss, IQAC pass guidelines to manage the same.

2. **Administrative and Academic Audit:** A review of action and academic plan conducted by IQAC, which aims at departmental developments, result analysis, implementations, deviations of the plans and reason for it. The departments are made to do a SWOC Analysis of their performance based on academic results, research projects, research outcome, effective curriculum implementation and use of ICT related pedagogical methodologies. It makes recommendations for the departments to do self-evaluation and to set higher goals to meet new challenges. Performance Appraisal System for the staff members are reviewed and reckoned.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA6/176_document_6.5.2_teaching_learning_process.pdf

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	https://www.srisaradacollege.org/admin/IQAC/Magazine/135_Sarada%20Magazine_merged-3-188.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Being equally fair to men and women is the practice of gender equality. The college is extremely dedicated to gender equity and sensitization.

1. Safety and security

The entire campus is under the surveillance of CCTV cameras. To provide the highest level of safety and security, the entire campus is equipped with a high, elevated compound wall with fence lights. In order to keep track of people who enter and exit at the college premises.

1. Counselling

All the students are divided into several groups and class teacher shall be the incharge of counselling. The counsellor shares valuable information and provides guidance to help students to achieve in their academics and in life.

1. Common Room

Common room facilities are available for students in the Hostel. Students can relax themselves when they feel uncomfortable. Students who are sick can use the hostel common room.

4. Day Care for young children

Children of the employees are looked after and cared during daytime at Day Care center. Little children could spend their time in Day Care in peaceful situation by receiving the basic knowledge for their education.

1. Other measures:

Teachers accompany the students on field visits, field study, internships, and Industrial Visits to ensure their safety. The Tally Graduate Course, Typewriting, Office Automation, MS Office, DTP, NSS, NCC, YRC, RRC, Consumer Club, PESSY, and Green Clean Crops are some of the extracurricular programmes on campus that support equity.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisaradacollege.org/admin/naac_cycle_iii/2023/CRITERIA7/182_document_7.1.1.pdf

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

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

1. Solid waste management:

As part of the Swachh Bharat project and Green Clean Campus, the college makes several efforts to ensure the cleanliness of the campus. Dustbins are available in every department classroom and in various places of Campus for the disposal of dry trash. Entire campus is provided with green bin and red bin for the disposal of green wastes and glass/plastic wastes.

1. Liquid waste management and Waste recycling system:

Students are made aware that conserving water is equivalent to conserving their future. Liquid waste from restrooms, toilets, and washrooms is regularly disposed of by directing it to a drainage system to drain off the waste water to the NeerVazham pond. Moreover, sprinklers are utilised to water the lawn for the low consumption of water.

3. E-waste management:

Through the government-approved contractors institution regularly dispose of the electronic garbage collected at the college premises from the students and public. The Tamil Nadu Pollution Control Board-certified approved vendors will receive the e-waste from the college that is collected by the department of physics, which will be properly disposed.

1. Biomedical, Hazardous chemicals and radioactive waste management:

Biomedical waste is properly disposed from the campus. The campus is free from Radioactive wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered**

A. Any 4 or All of the above

vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
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	A. Any 4 or all of the above

and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

Students residing at Hostel regularly do Surya Namaskaram and Prayer in the morning. The morning assembly and prayer sessions consist of religiously harmonious songs and shared moralistic values among students. The students are also asked to come in full uniform, that is, sarees, to adhere to the importance of our tradition and also to maintain unity among the students. In order to make the students respect other states' cultural several traditional function were celebrated in our college. In particular Onam, the traditional function of Kerala was celebrated every year in our premises. International Mother language day or Mother tongue Day was celebrated every year, to enhance multilingualism that can advance inclusion. It also promotes cultural diversity and multilingualism. Our institution provides education with the philosophy of providing Harmonious Education on the belief that all students can learn and succeed. Aiming to retain communal harmony among students' of different religions, castes, creeds, and different background, study together in a same classroom with love and peace amongst them. The students are encouraged to come in uniform in all occasion to show equality among them. Students from different medium are put together in a single shelter and they are given equal opportunities to prove themselves without any difference.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:	
<p>The Drug Awareness Rally was organized by the RJDCE office, Tirunelveli, to foster a sense of responsibility among the students and to promote a healthier and drug-free lifestyle. The Remembrance of Freedom Fighters Series (RFF) sessions were conducted by the Student Council at the end of every month to make the students well aware of the struggles and achievements of the great leaders of our country and to understand a sense of compassion and brotherhood. Youth Awakening Day was conducted on October 15th in order to direct the students on the right path. 74th Republic Day was celebrated on January 26th, 2023, on the college premises to celebrate the fact that we all stand as a united force in spite of our differences. These entire programme were organized by the institution to promote the students welfare and to make them aware of their responsibility to become better citizens of the nation. Every year our students contributed to flag day. The students are trained to aware of their responsibilities and they are ready to offer their life for our Nation. They are instructed to eradicate the evils like liquor drinking, drugs, tobacco-smoking and betel- chewing. They are wide-awake that disloyalty to our nation is crime and a sin.</p>	
File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File
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	A. All of the above

organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

On January 30th of each year, Martyrs Day is observed, in which students and staff members sing patriotic songs and observe a two-minute silence to honour the sacrifice and contributions of Mahatma Gandhi, the Father of our Nation. The International Day of Non-Violence was organized on October 1st in order to disseminate the message of non-violence through several competitions and public awareness. World Rivers Day was organised by the GCC on September 24th to highlight the importance of rivers, aiming to encourage people to preserve our important and beautiful rivers. Swami Vivekananda Jayanthi is observed on January 12th as National Youth Day. Our college library, "Sarada Library," has organised World Book Day to explain the importance of books to the students. We also celebrate National Librarian Day on 12th August 2022 in order to explore the current trends in library science. International Yoga Day was celebrated on 21st June 2022 which aimed to create awareness about the numerous benefits of practicing Yoga to adopt them with a healthier life style. We also celebrate festivals like Krishnan Jeyanthi, Navaratri, Pongal and Samathuva Pongal. Thus, the Institution observed several national and international commemorative days and elucidated several values of each day that was observed.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

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

1. Title of Best Practice - Weekend Talent Exhibit Programme
2. Objectives

- To help the students with self-esteem, confidence, and assurance of youth life
- To create a healthy and positive competitive environment among the students.
- To provide guidance and career counselling to rural students for their bright future.
- To inspire the innovative ideas of the students.

1. The Context

Students can learn valuable life skills and knowledge by expressing their unique talents. The college gives students the chance to exhibit their innovative ideas. The students were given 50 quiz questions on various branches of knowledge.

1. The Practice

For the 'Weekend Talent Exhibition' programme, students gather every weekend in the prayer hall. The students were given ample space to exhibit their talents in the form of mime, riddles, singing, and classical dancing. Additionally, a variety of knowledge-based competitive exam questions were offered to the students. It aids students in gaining a thorough understanding of many topics.

1. Evidence of Success

The students came to know about their innate talents and could

move a step ahead towards their success. Moreover, the students could get some basic knowledge about all branches of knowledge.

1. Problems Encountered and Resources Required:

At times, students find it difficult to involve in volunteerism, as they were not grown up in such circumstance.

File Description	Documents
Best practices in the Institutional website	https://www.srisaradacollege.org/admin/naa_c_cycle_iii/2023/CRITERIA7/183_document_7.2_best_practices.pdf
Any other relevant information	https://www.srisaradacollege.org/gallery_photos.php?aid=11

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)

College life is about interacting with other people and being aware of social, environmental, and gender issues and inequities in the society. The institution organizes courses in the teaching and learning of the English language using the ICT method of teaching in smart classes. It also implements a certificate and diploma programme, skill training courses, and the NPTEL programme for the betterment of women's education. In order to keep up with students in the mainstream, the college encourages its students to engage in extracurricular activities, including NSS, NCC, YRC, GCC cultural, and sports. The institution provides an opportunity for every student to contribute to or make the society in which they live a better place and to grow as better individuals. The college also gives importance to research to a greater extent. The institution is making a significant contribution to its research in the arts and sciences, fostering partnerships with national and international research institutions and industries to advance scientific knowledge and its interchange for the advancement of modern arts and sciences. The institution also gives hostel students the chance to serve others, improve their leadership abilities, and learn how to plan modest events that will improve their quality of life.

File Description	Documents
Appropriate link in the institutional website	https://www.srisaradacollege.org/institutional_distinctiveness.php
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Plan to initiate an incubation unit on Mushroom, Spirulina, and Silkworm. 2. Proposed to introduce research centre in Mathematics and Physics. 3. Plan to introduce Hindi as part I language in lieu of Tamil in addition to Sanskrit. 4. Plan for apply for more funded project schemes and for start-ups. 5. Plan to sign more MoU's and consultancy with corporate sectors through Institution IndustryIntegration tie-ups. 6. To apply for Master degree in Sanskrit.