



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

Seethalakshmi Ramaswami College

- Name of the Head of the institution **Dr. R. Padmavathy**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone No. of the Principal **04312704855**
- Alternate phone No. **9486635306**
- Mobile No. (Principal) **9791595230**
- Registered e-mail ID (Principal) **principal@srcollege.edu.in**
- Address **5, Sankaran Pillai Road,
Tiruchirappalli Tamil Nadu 620002**
- City/Town **Tiruchirappalli**
- State/UT **Tamil Nadu**
- Pin Code **620002**

2. Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **24/06/1987**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr. S. Kala**
- Phone No. **0431 2704855**
- Mobile No: **9443487713**
- IQAC e-mail ID **iqac@srcollege.edu.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://srcollege.edu.in/images/common/iqac/AQAR-2019-20.pdf>

4. Was the Academic Calendar prepared for that year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://srcollege.edu.in/images/home/src-web-aided.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	Nil	Accredited	1999	09/01/1999	09/01/2004
Cycle 2	B++	83.1	2005	25/05/2005	25/05/2010
Cycle 3	A	3.16	2012	15/09/2012	15/09/2017
Cycle 4	A+	3.35	2019	09/08/2019	09/08/2024

6. Date of Establishment of IQAC

30/06/2005

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

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

8. Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year **22**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- 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? **No**

- If yes, mention the amount

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

- Organizing Professional Development Programmes on curriculum designing, online teaching & learning.
- Preparing tutorials & videos and conducting mock exams to help students to take up online examination
- Planning & executing Covid awareness events & extension activities
- Evolving online class monitoring system
- Strengthening Unnat Bharat Abhiyan activities
- Conducting Internal Academic and Administrative Audit
- Evolving strategies and processes for effective online teaching and learning

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

Plan of Action	Achievements/Outcomes
To organize professional development Programmes on online teaching and learning	6 Professional development programmes on online teaching and learning and OBE
To organise COVID awareness programmes and related support services.	Organized online quiz, webinars on COVID awareness and related extension activities in adopted villages
To encourage all departments to organise skill-oriented activities to strengthen the skills of students	All departments organized various skill development Programmes for students
To conduct more collaborative activities	More than 100 collaborative activities organized

13. Was the AQAR placed before the statutory body? Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Management	07/03/2022

14. Was the institutional data submitted to AISHE ? Yes

- Year

Part A

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<ul style="list-style-type: none"> Year 					
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Year	Date of Submission				
28/02/2022	28/02/2022				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1
Number of programmes offered during the year: 56

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1
Total number of students during the year: 3803

File Description	Documents
Institutional data in Prescribed format	View File

2.2
Number of outgoing / final year students during the year: 1378

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: 1299

File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	1345
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	187
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	25
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	1103
4.2 Total number of Classrooms and Seminar halls	124
4.3 Total number of computers on campus for academic purposes	384
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	48.13
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.

Seethalakshmi Ramaswami College - An autonomous, women's institution, affiliated to the Bharathidasan university has been serving the Nation since 1951 by offering quality academic programmes at UG, PG, M. Phil. and Ph.D. levels. The college offers 24UG, 14PG, 7M.Phil. and 8Ph.D. programmes in wider disciplines. Academic programmes are designed carefully with POs, PSOs and COs which focus on the holistic development of students ensuring knowledge enhancement. The curriculum is designed carefully to meet out the global skill gap in the areas of research, higher studies, industrial exposure, managerial and entrepreneurship skills and placement - thus ensuring women empowerment through education - the vision and mission of the institution. Ethics and human values, Human rights and Women's issues are taught through apt programmes. Current and relevant courses in all the programmes make them future ready. Compulsory computer training is provided to all the students to make them confident users of IT. Making learners confident users of languages is the objective of the language courses offered. All Science departments have practical sessions to impart skills as a focal component in the curriculum. Besides, the curriculum has a provision for enriching knowledge through field visits, projects and internships in collaboration with other reputed organizations and industries.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.srcollege.edu.in/program-course-outcome.html

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

4

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

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

1004

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

23

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
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

56

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
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

The Curriculum is designed to provide holistic education for developing ethical, moral and responsible social citizens. It integrates the courses which are meant for addressing issues related to gender, environmental concern, sustainability, and Value Based Education. Environmental Science, Value Based Education, Soft Skill Development and Gender Studies are the four courses offered to all the students as mandatory courses. The 'Environmental Science' course imparts knowledge on Environment, Climate Change, Natural Disasters, Pollution and Environmental protection with the objectives to create awareness among the students on their role of preserving and protecting the natural ecosystems. The Course on 'Value Education' covers the nature and importance of values, discipline inculcation and the importance of developing character, identity, professional and personal code of ethics as the building blocks of personality. Gender Studies course aims to develop students' sensibility towards the issues of gender in contemporary India. It also provides a holistic vision of the spectacular role of women in taking up responsibilities and positions in nation building. A course on Soft Skill Development imparts knowledge on developing soft skills required for employment and for personality development. There are totally 100 courses which are introduced as core and supporting courses to address the cutting edge issues and recent advancement in different fields, Gender, Environment and Sustainability, Human values and Professional Ethics in all the programmes.

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

36

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

1157

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

3540

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

A. All 4 of the above

obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	https://srcollege.edu.in/AOAR/AOAR-2021/CR ITERION-I/1 4 1 A.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://srcollege.edu.in/AOAR/AOAR-2021/CR ITERION-I/1 4 1 A.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

1103

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)

1103

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.

The Institute is committed to create an environment to nurture students from diverse backgrounds.

The advanced learners are assisted by

- Providing opportunity to undertake extra credit courses
- Encouraging to participate in various symposiums like quiz, poster presentation, conferences, inter institutional competitions etc. to develop analytical and problem-solving abilities in them
- Enhancing the team building capabilities among them
- Encouraging them to take the membership of various committees
- Permitting them extended Library Use
- Engaging in Peer Teaching & Tutoring slow learners
- Assigning the Academic recognition such as membership in Boards of Studies, Annual Feedback Sessions
- Guiding for Competitive Examinations & Career planning

For the slow learners

- Monitoring the performance of slow learners and provide simplified course notes by the faculty
- Giving them compensatory and Remedial teaching
- Practicing frequently varying instructional techniques in the classroom itself
- Peer tutoring by high ability classmates is provided
- Revising the tough topics as per the students requisition and discuss the way of presenting the answers in the exam to score marks.
- Appropriate counseling is done which eventually results in students attending the classes regularly
- Encouraging to participate various Co-curricular activities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-II/2_2_1_advancedandslowlearners.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
09/07/2021	3657	191

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:

Institution has made provision in structure of all the programmes to give students experiential and participative learning experience and practices a teaching methodology which focuses on imparting education through a student centric approach. This helps to transform students from being relegated to the role of passive recipients to active and involved stake holders, apart from boosting their confidence and encouraging independence. In addition to traditional teaching-learning methods, the institute is highly interested in providing innovative methods for enriching the learning experience. Audio- Visual methodology, Language Lab, Google Classroom, Laboratory Sessions, Industrial Visits, Field Work and Projects are some of the means utilized by the Departments to provide experiential and participative learning. Annual cultural program is organized every year for the students of the college to give a vent to their creativity. College motivates students to join MOOC courses, participate in various inter-college and intra-college technical fests and other competitions. Internal assessments are so planned so as to encourage students to work independently. Assignment and seminar etc. are integral part of CIA in all programmes. Assignments enhance confidence, develop writing skills and hone style, Seminars help them overcome stage fear and develop oratory skill.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://srcollege.edu.in/AOAR/AOAR-2021/Criterion-II/2_3_1_experientiallearning.pdf

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

The period of novel Corona Virus Disease (COVID-19) has become a period of virtual learning. Seethalakshmi Ramaswami College coped up with the situation and fully capitalized virtual mode for teaching-learning. College encourages the faculty to use ICT enabled tools for effective teaching and learning process and teachers made a transition from classroom to online teaching during the lockdown. College campus is Wi-Fi enabled and computer laboratory with an internet connection has been provided to promote independent learning. Projectors, Desktop and Laptops, printers, photocopier machines, Scanners, interactive white board, and smart boards are some of the ICT tools used for teaching by the faculty. Faculty make use of Power point presentation, online quiz, eBooks, webinars, video modules, online competitions and workshops to enrich the students and to expose them for advanced knowledge and practical learning. You-tube, e-mail, Whats App group, Zoom and Google classrooms are used to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations and share informations. The flipped classroom model, involving lecture and practice at home via computer-guided instruction, during pandemic situation, help an expanded curriculum. Students were encouraged to prepare presentations, assignments, project and field reports using MSword, Powerpoint and other ICT tools.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.srcollege.edu.in/e-content.html
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

190

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 prepares the academic calendar at the beginning of each academic year. This calendar covers reopening and closing dates, schedule for Cycle tests, Pre-semester examination and tentative dates of final semester examination, college celebrations, holidays and vacation dates. Calendar also provides the number of working days in a semester. Academic calendar is approved by the Director, distributed to the faculty and students and uploaded in the website

<https://www.srcollege.edu.in/calendar.html> . It helps the students getting the full visibility of events that would happen during the year. This also makes sure the activities and events happen exactly as per the plan. However, in case of any unforeseen situations which are beyond the control of the institution, necessary change is made by the authorities and the same is displayed in the website and notice boards.

The department faculty prepare teaching plan for their respective course, duly approved by the Head and submit it to IQAC. This plan is made in advance and serves as guide for covering the syllabus. The head of the departments check the progress of each course effectively with a blend of theory and practical inputs. Revision

and remedial sessions are conducted by the faculty as per the need.

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

191

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

100

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)

2195

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

Nil

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

0

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

Office of the Controller of Examinations has taken initiatives to ensure fair conduct of End Semester Examinations. High level of confidentiality is maintained in the entire examination process. At administrative level, the Controller of Examinations wing ensures

- Online Exam Fee collection
- Online Issue of Hall tickets

- Speedy Examination Process
- Conduct of Examination - Offline to Online
- Valuation- Offline to Online
- Publication of result in Online (Institution's website)

Moderation of answer scripts after completion of Evaluation Process is carried out by the Examination Scrutiny Committee.

Reforms are also made in the entire process of conduct of examination from selection of subject expert to declaration of results as per the university guidelines and based on the governing body recommendations of the college..

Office of COE - Activities

- Collection of curriculum and assigning Paper Code for all the Courses
- Creation of Data files (Name, Date of Birth, Caste) and course details (Allied, NME..)
- Assigning of Register Numbers
- Collection of Lack of Attendance and Exam Fee
- Preparation of Examination time table and generation of Hall tickets
- Conduct of Examination (Regular & Arrear) and Valuation
- Passing the results in Board meeting
- Publication of results and uploading in the website/Notice Board
- Convening the Grievance Committee Meeting

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-II/2_5_3_screenshotsofonlineexaminationandyoutubetutorial.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

In strict compliance with the objectives of Outcome Based Education (OBE), the Program Outcomes (POs), Program Specific

Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and IQAC. The same are widely propagated and publicized through website <https://www.srcollege.edu.in/program-course-outcome.html> . All faculty members are exposed to the concept of Outcome Based Education through webinars, and workshops. The faculty members, class teachers, mentor and course coordinators also inform the students and create awareness and emphasize the need to attain the outcomes. In all the interactions with the students, awareness on POs, PSOs and COs is consciously promoted.

Programme specific outcomes are derived from the Programme outcome and are fine tuned to the specifics of each program. The hard copies of the learning outcomes are kept available in the departments for reference to the faculty and students. The importance of learning outcomes has been discussed and communicated to the faculty in faculty meeting and IQAC meeting. The Course content in the syllabus has course outcomes documented and are integral part of the syllabus. The course content is meticulously designed in order to ensure that the course outcomes are achieved by students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-II/2_6_1_popsoco.pdf

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

The Programme outcomes and Programme specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are cycle test & Pre-semester performance, assignments, seminars and semester examination. Two cycle tests and pre-semester examination are conducted to ensure that students have achieved desired level of competencies. According to the performance of the student in answering each question, mapping is carried out with respective course outcome for assessing the attainment level of the specific course outcome.

Alumnae and employer surveys are conducted for finding out whether the knowledge & skill learned from the institution is adequately satisfying their expectation . The overall results from the assessments of PO are compared with the expected attainment. The Po is considered satisfied on attainment of the expected level. For each course the level of attainment of each CO is compared with the predefined targets and if not attained, the course teacher takes necessary steps for improvement. If the target level is not reached, then the faculty suggest for improvement to attain the same. The attainment level is analyzed and is discussed with IQAC and the committee recommends , improvements in curriculum as and when required.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-II/2_6_2_attainmentofpopsoco.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

1320

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://srcollege.edu.in/AQAR/AQAR-2021/Criterion-II/2_6_3.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://docs.google.com/forms/d/1OZftbiv_UwnHymHGmv1Tx3lELCZurgygaDSCoJVWgTA/edit

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 college creates an enabling environment to foster research culture among its faculty and students by providing state of the art research infrastructure and support facilities. It has a well defined research policy and aims to promote innovative research through the provision of seed money, incentives and research facilities. There are 8 recognised research centers, central instrumentation facility houses sophisticated scientific equipments, museums, language lab, e-studio and a multimedia learning hall that augment the research activities. NDL, DOAJ, TNDL, NISCAIR, Sakshat, IAS, Shodhganga and Shodhsindhu are some of the e- Resources regularly accessed by the faculty and the students apart from the research database contributed by the faculty available in the website. There is an established IPR Cell that facilitates the faculty to apply for patents. The institution motivates collaborative research, extensions and Industry Academia Initiatives. Entrepreneurship Development Cell is actively engaged in training the young entrepreneurs within and outside the campus. The institution has a consultancy policy that focuses on knowledge, skill and technological transfer to various stakeholders. It is mandatory for all the departments to reach out to the neighbourhood community, particularly the villages for extension services as a step towards realizing the vision of our Founder.

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.srcollege.edu.in/research-policy.html
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)**

1.0

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

0

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

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

0.27

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	No File Uploaded
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

0

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

3.2.3 - Number of teachers recognised as research guides

29

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

0

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

3.3 - Innovation Ecosystem

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

Seethalakshmi Ramaswami College has sustained a culture of innovation in its academic, research and extension activities.

Research Facilities: Research laboratories of the campus serve as a hub of innovative research focusing on solutions and remedies that benefit the society. Innovative practices brings new insights and inquisitive spirit among students and faculty. Dr. R. Rajalakshmi Museum provides first-hand information on temple arts including epigraphy

Research Promotion: The Institute facilitates research activities and creates research culture within the Institute by motivating the faculty to pursue research and seek research grants through sponsored research projects.

Collaborations: Collaborative activities in the realm of training and research have helped in establishing industry and institution connect through MoUs. Internship/Inplant training/Projects undertaken through linkages has helped in the holistic development of the student.

Conferences organized: 43 National and 18 International conferences have been organized facilitating the faculty and students to interact with subject experts of reputed institutions of our country and abroad.

Publications: SRC-QUEST, an inhouse peer reviewed journal provides a platform for the faculty to publish their research findings. Materials are produced by the Department of English to impart language competency catering to the diverse needs of the students.

Patents: The college has to its credit a total of 3 granted and 7 published patents.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AOAR/AOAR-2021/Criterion-III/3 3 1 b additionalinformationphotos.pdf

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

Nil

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**

2

File Description	Documents
URL to the research page on HEI website	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-III/3_4_2GuidePh_DRegistered.xlsx
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

29

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

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-III/3_4_4_b_additionalbooks&chapters.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**

20

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

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

1

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)

0.832

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

0.832

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	View File

3.6 - Extension Activities

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

Extension activities of the institution go beyond the curriculum providing a community connect and experiential learning opportunity for students. Due to COVID-19 situation, online awareness programmes were conducted and during offline programmes, SOP of COVID-19 was followed.

Gender Concerns: Several outreach programmes have been conducted focusing on women empowerment, financial literacy and gender issues to enrich the livelihood of the women. They were educated on personal hygiene, significance of breast feeding and legal awareness.

Health and Nutritional care: Students sensitize the local community on nutrition and health through health camp and awareness on metabolic disorders, COVID 19 awareness, assessment of nutritional status and nutrition education. Sanitary kits containing sanitizer and face masks were distributed to the people of the adopted villages due to the prevailing pandemic situation.

Environmental Conservation: The students participate in tree plantation initiatives to promote ecodiversity. Saplings were distributed to the neighbourhood villages and a talk was delivered on seed ball preparation and prevention of environmental pollution. Vermicompost production techniques were demonstrated to manage the solid wastes.

Career and Entrepreneurial Guidance: Entrepreneurial guidance was provided on the preparation of herbal formulations, decorative arts, fabric printing and dyeing. Awareness on co-operative loan schemes, government schemes for villagers, functioning of SHGS, rural employment opportunities, usage of computer and internet in daily life, digital services and banking procedures.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://scollege.edu.in/AQAR/AQAR-2021/Criterion-III/3_6_1_bextensionadditionalinformation.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

7

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)

31

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

2636

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

111

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)

14

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.

The edifice of the college ensures requisite facilities for academic and research activities. The classrooms are ICT enabled for various teaching-learning activities. The science research laboratories and the FIST sponsored departments are furnished with advanced equipments to provide experiential learning. The library

with a built-in area of 6674 sq.ft. provides access to the books, journals and e-resources like INFLIBNET-NLIST, TNDL & NDL automated with NIRMAL software. The herbal garden, collection and maintenance of rare fossil specimens, mulberry garden, silkworm rearing units, collection of palm leaf manuscripts, stand as the pride icons of the college. Multimedia learning hall is utilized for e-Patasala / SWAYAM PRABHA. Srinivasa Computer Centre houses a massive infrastructure with High Performance Servers, 300 Workstations and an unlimited high end 50mbps Reliance Internet Network Leased Line with r7000 Net Gear to cater to the needs of the Students. With Structured cabling and with High end Routers, the Centre plays a Data Centre for WAN / LAN Networking across the entire campus. English language lab with audio visual aids helps to improve listening and speaking skills of the students. The entire campus is webbed with CCTV Network triggered through the Computer Centre as a means of protective surveillance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AOAR/AOAR-2021/Criterion-IV/4_1_1_physical_facilities.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.)

To nurture the cognitive ability and better emotional development of the students, the department of music has rich collections of musical instruments as learning to play them, benefits an individual in all aspects of life. Manual and electronic Tambura, Veena, Violin, Manual and electronic sruthi box, Tambourine, Moroccan, Key - board, Mridangam, Tabla, Triangle symbol and Long Jalra are the variety of instruments that are being maintained. The properties of folk dance like Karagam, Poi kaal kudhirai, Kavadi and Kolattam sticks are also preserved and well maintained. Facilities to conduct musical concerts are also available in the institution in the form of auditorium and seminar halls with all required modern gadgets.

To promote and upgrade sports and games, the institution has spacious and well-equipped outdoor play area in the campus which ensures effective training for players and for conducting various intra & inter-college sports events. Separate rooms for indoor games and first aid requirements are available. A Gymnasium is set

up for having various equipments in order to encourage the faculty and the students to stay healthy and fit. The Yoga Mandap of the college moulds the overall personality of the students and faculty.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-IV/4 1 2 facilities for cultural and sports.pdf

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

116

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)

10.70

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 of Seethalakshmi Ramaswami College functions as a

treasure house of resources offering its services for more than six decades. It sprawls over 6674 square feet with stacks of books, journals, magazines and periodicals to keep the students abreast of the latest developments in every field. Network Information Resources Management of Academic Library system, NIRMAL, a-user-friendly software is one of the cogent aspects of the library. It is a high standard package offering versatile functionality. NIRMAL software with 10.1.0 version has been fully automated in the year 2017 and is still active. The library aims for incredible capability and operational simplicity. Its front end is visual basic. net 2010, back end is oracle 11G. It has twelve self-contained modules for specific purpose. NDL, TNDL, Consortia UGC INFLIBNET N-LIST (from 2010) are renewed annually for effective use of e-learning through remote access. Versatile capabilities of NIRMAL software are:

- Acquisition Control System
- Bibliographic Control System
- Circulation Control System
- Serial Control System
- Online Public Access Catalog
- General Utilities
- Self-Charge System
- Self -Discharge System
- Gate Entry Monitoring System

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-IV/4_2_1_ilms.pdf

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

B. Any 3 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)

0.77

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

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

Srinivasa Computer Centre houses a massive infrastructure with High Performance Servers. With Structured cabling and with High end Routers, the Centre plays a Data Centre for WAN / LAN Networking across the entire campus. K7 Total Security, Antivirus Internet Security software has been installed across the Network to protect against malware. English language lab with audio visual aids helps to improve listening and speaking skills of the students. The entire campus is webbed with CCTV Network. The

Office Administration, the Controller of Examinations and the library are also tech savvy to propel quick internal communication and for the maintenance of data.

- An IT Policy drafted to prevent internal and remote data breaches
- Internet Leased Line (1:1) at a band width of 50 mbps of r7000 Net gear from BSNL
- Provision for Server Backup, firewall and K7 network security devices
- Round the clock CCTV monitoring of the Server room
- Website - Secure Hosting
- Use of Official Email Address for all communications
- ICT enabled teaching and audio-visual learning
- Secure Database for Exam Purposes
- Licensed Software and Policy to Promote Free and Open-Source Software

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-IV/4_3_1_it_facilities_compressed.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3657	357

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	View File

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://srcollege.edu.in/AQAR/AQAR-2021/Criterion-IV/4_3_4_estudiovideo.mp4
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)

37.43

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.

The college oversees the maintenance of buildings, class-rooms, museums, computer centers, playground and laboratories. Continual maintenance work is being taken up round the year to ensure the effective utilization of physical, academic, and support facilities.

- o Undertake annual as well as periodical works for the

maintenance of buildings, class-rooms, library and seminar halls on a regular basis

- Maintain the electrical, plumbing, cleaning of water tanks, carpentering, engineering, organizing and shifting works
- Provide services to the equipments in science and computer laboratories
- Maintain UPS and water purifiers across the campus under AMC
- Check Solar panels to ensure effective functioning
- Check the cleanliness of classrooms, staffrooms, staircases, corridors, seminar halls, toilets, collection and segregation of degradable and non-degradable wastes
- Inspect and maintain gym and sports equipments, the playground and courts for proper use
- Maintain gardens and the flora of the campus
- Install and update antivirus software
- Maintain museum specimens using approved preservatives
- Dispose and replace worn out books and furniture
- Ensure protection for the students, with security guards working for 24 hours and CCTV cameras at various vantage points

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-IV/4_4_2_maintenance_physical_academic_supportfacilities.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

1762

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

777

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://srcollege.edu.in/web_capacity_building.pdf
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

2293

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	View File

5.2 - Student Progression

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

93

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

541	
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

9	
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

27	
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 Students' Union of Seethalakshmi Ramaswami College provides an opportunity to the students to hone their leadership qualities. The union representatives are duly elected by students in a democratic way, who assume office at the investiture ceremony, consisting of Chairperson, Vice Chairperson, Secretary, Joint

Secretary and Council Coordinators and Members. They actively involve themselves in organizing the year-round activities, programmes and common functions in the college. They act as a liaison between the college administration and the students. The scheduled everyday routine is also carried out by the member of Students' Union after getting concurrence from the administration and the members of the faculty who assume office as the Vice Presidents of the college students' union. It organises all the major events and celebration of the college like the Freshers' Day, Founder's Day, College Annual Day, Managing Trustee's Birthday, Independence Day, Republic Day, Annual cultural fest, Annual Sports meet and numerous other training programmes, seminars and workshops conducted for the benefit of the students. They play a significant role in motivating students to participate in all the activities of the college. Their services are recognized in the valedictory function of the union conducted at the end of the academic year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-V/5_3_2_%20student%20representation_addinfo.pdf

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

37

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	No File Uploaded

5.4 - Alumni Engagement

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

The SRC Alumnae Association is established to strengthen the relationship between the institution and its alumnae. The

association is formed with a motto to uplift the student community to walk ahead with determination in every challenge. It caters to the needs of the outgoing students by exposing them to the plethora of opportunities available worldwide. The association brings the SRCians in and around the world under one roof and helps them stay connected with their institution. It promotes a spirit of unity among the alumnae of SRC and shares responsibility in motivating the current students. It helps the institution to achieve its goal by strengthening the ties with the alumnae community and aims to bring together the like-minded SRCians. The distinguished alumnae of the institution are invited as resource persons to share their expertise in the seminars, conferences and workshops with the students. Every year, meetings are conducted and the visit of alumnae is ensured with an aim to create a great source of inspiration and constant support to the college. For the academic year 2020-2021, the meeting was organized on 30.01.2021. The meet was streamed live and nearly 2900 alumnae attended through the virtual mode. Many alumnae from India and abroad joined the virtual meet through online platform

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-V/5_4_1_AlumniAdditionalInformation.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

Governance

The institution established with a visionary zeal by the founder, is now functioning under the experienced and expert guidance of

the Secretary of the institution, ably supported by Executive Director and Director - Academics.

The Principal is the executive head of the institution. To ensure effective governance, the institution has a governing body, board of management and several committees.

The college functions in compliance with the directions and norms of all the statutory bodies.

All activities are conceived, planned and executed by frequent and due interactions with all the stake holders.

Weblink of organogram - https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_2_2_a_organogram_web.pdf

Weblink of vision & mission - <https://srcollege.edu.in/about-vision-mission.html>

Perspective Plans

For betterment of educational services, the institution has plans to

- To adopt modern trends in teaching-learning framework
- To encourage updated quality research and well recognized outcomes
- To advance diversified community engagement activities
- To promote productive industrial interactions
- To stimulate more national and international collaborations

Participation of the teachers in the decision-making bodies

Faculty involvement is active in various decision-making bodies at all levels from governing body, IQAC to clean campus initiative.

All the stake holders serve in an environment of academic freedom, mutual support and cooperation, to accomplish the vision and mission of the institution through decentralized and participatory governance.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_1_1_faculty_decision.pdf

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

Decentralised and participative management is practiced in the institution for its governance.

All the activities relating to academic, administrative and other allied areas are planned and approved by the governing body and the board of management based upon the government policies, current needs, feed backs and representations from the different stake holders. The bottom-up approach is mostly followed while framing the policies and evolving strategies.

Decisions are taken in a decentralised and participatory manner by the statutory and non-statutory bodies constituted.

Applying decentralised and participatory management, online examinations were successfully conducted this year. Policy and strategies to effectively conduct the online examination were evolved and executed.

In the first step, online examination process was planned and execution methodologies were evolved. All these were done with due consideration and involvement of the Director- Academics, Executive Director, Principal, Self-financed section in-charge, Controller of examinations, Dean- quality & Research, IQAC, Heads of the departments and faculty members. Video-tutorials on online examinations for students were prepared by IQAC. Then these tutorials were shared to departments with general instructions to students. The departments conducted online training to students and shared the video-tutorials to them. Then department level mock exams were conducted. The mistakes done by the students in the mock exams were identified and retraining was conducted.

Then online examination was conducted. Right from downloading the question paper till submission of the answer scripts, the entire process was monitored at all levels and necessary guidance was given to students. Then, as per the guidance of the controller of

examinations,online evaluation of the answer scripts was also successfully carried out.

Then, the results were published, in the college website, after the passing board meeting.

Thus, with the active and effective participation of all, the online semester examinations - regular and arrear, evaluation and result declarationwere carried out.

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://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_1_2_b_exam_screenshots.pdf

6.2 - Strategy Development and Deployment

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

Strategy in particular is a process that provides ways and means to face new changes by providing adaptive measures. In the background of the current pandemic scenario, policies and appropriate strategies to ensure quality education are most required.

Faculty development strategy is the need of the hour as there is a total shift from offline to online mode of education. So, strategic plans for faculty development were evolved, based on the current needs and professional skill gaps, to achieve the vision & mission of the institution.

Accordingly, focusing on developing the skills of teachers in online teaching, research, life skills and administrative skills and holistic care, strategies were evolved. Professional Development Programmes (PDP) were planned for Outcome Based Education (OBE) framework and e-learning pedagogies. Teachers prepared video lessons, course materials and notes. Fund was provided to organise and attend PDPs. Seed money was given to

teachers involved in quality research.

160 faculty members attended the self-organized Faculty Development Programmes (FDP-s).

85 faculty members attended 6 Refresher courses, 4 short term courses, 3 Skill Development Courses and 88 Workshops organized by other HEIs.

As per the decision of the Governing Body, 9 teachers were given seed money for research and 59 teachers were given financial support to attend seminars etc.

Programmes on COVID awareness, immunity development, healthy diet, Yoga etc were organised. The welfare schemes for staff continued without any interruption. Teachers were made to actively participate in several bodies and committees for decision making.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_2_1_b_Implementation_fdp_strategies.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.

The governing body, consisting of management members including the Managing Trustee, Executive Director, Director Academics, one UGC nominee, one state Government nominee - Joint Director of collegiate education, one university nominee and the Principal, two senior teachers of the institution, one educationalist forms the apex of the organisational structure. The institution also has a board of management. All the activities of the institution are carried out only after getting the approval of the governing body.

The administrative wing is taken care of by the Executive Director with the Manager- Administration and Asset Administrator. Director - Academics takes care of Finance Committee and has HR Administrator and Automation-in-charge to support the technical needs of the academic and administrative wings.

The academic unit is taken care of by the principal with the support of self-financed section in-charge and necessary guidance from Director - Academics. This helps the Principal to effectively administer and orient her team to work with zeal towards the realisation of the vision and mission of the institution. The Dean of Quality, IQAC, Heads of the departments with faculty and staff under them, various committee members, controller of examinations and administrative staff working under the academic heads discharge their assigned duties and contribute to the effective functioning of the institution.

The students' union functions to represent the genuine concerns of the students and to develop leadership qualities among them.

File Description	Documents
Paste link to Organogram on the institution webpage	https://srcollege.edu.in/institution-organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_2_2_b_Service_Rules.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

The institution extends all welfare measures of the UGC and the

Government of Tamilnadu to all teaching and non-teaching staff. Apart from this, the institution has the following welfare measures for teaching and non teaching staff and avenues for their career development and progression:

- PF contribution by management for faculty working in self financed section
- Health insurance for faculty working in self financed section
- Loans to management staff
- Medical assistance for serious illness of staff
- Medical assistance for accidents of staff
- Scholarships for children (studying in the campus) of management staff
- Fees Waive/ Concession to the needy and deserving children of management staff
- Preference in admission to staff kids in the two schools run by the management in the campus
- Free yoga training to all the teaching and non-teaching staff
- Financial help for marriage of management staff
- Festival bonus to management staff
- Festival advance to management staff
- During the Pandemic groceries, sanitizers, masks etc were given to needy supportive staff
- Management funded Professional development programmes
- Encouragement for quality research
- Encouragement for activities for career development and progression

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_3_1_welfare.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

60

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

7

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.)

160

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

Internal audits of the institution are carried out regularly by our internal audit firm (Jayaraman & Kaushik Ram Chartered Accountants - Firm Registration No. 012577S). Based on the accounts and records submitted by the college office, the firm conducts the internal audits and hands over the reports to the management. The audit reports are prepared every quarterly. After

a study of the report, the management instructs the concerned section to rectify the errors to set right the audit objections.

The external audits are done by the Director of Collegiate Education and office of the Accountants General as per the government norms and rules. The objections mentioned in the report are communicated to the concerned sections for immediate rectifications.

This year both internal and external audits were conducted. External audit by the Director of Collegiate Education and office of the Accountants General as per the government norms and rules was conducted from 14.09.2021 to 20.09.2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AOAR/AOAR-2021/Criterion-VI/6_4_1_audited_statements.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)

640001

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

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

The College mobilizes funds in the following ways.

1. Funds received as grants from the government funding agencies

The aided section of the college receives funds as grants from the Government - Central or State, UGC and other sponsoring educational agencies to meet the expenses to run the college.

2. Fee collected from students:

A comparatively affordable fee is collected from students in both aided and self financing sections without violating any of the standard norms. No capitation fee is collected. The collected fee is used to meet the expenditure to run the institution.

3. Management Contribution Every year the Management contributes Rs.40 to 45 lakhs towards day today maintenance expenses.

All these funds are utilized only for administering/running the College.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AOAR/AOAR-2021/Criterion-VI/6_4_3_Fund_Mobilization_policy.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)

IQAS - Institutionalised Practices

The Internal Quality Assurance Cell of the institution strives hard to institutionalise quality assurance strategies and processes that has facilitate the effective and smooth functioning of the institution. The strategies and processes institutionalised has enhanced quality educational services by taking care of the holistic development of the students and enhancing the professional skills of the faculty, during this pandemic.

The first practice institutionalised was the preparation of e-materials, course materials with notes and lab guides with practical videos by science departments. This helped in making - the faculty technically equipped and teaching-learning process effective and beneficial to the students, in on-line mode. Uniform methodologies were evolved and applied in executing this institutionalised practice.

The second practice focused on linkages with industry and collaborations with institutions. This was taken up as, enhancement of linkages and collaborations, was given as a recommendation by the NAAC peer team (IV cycle). Collaborations with other institutions and agencies were made both for the professional development of faculty and for educating and training students. One week faculty development programme on OBE was organised in collaboration with Marian College, Kuttikkanam, Kerala. Research collaborations for publications were also made. Collaborations with agencies and institutions were made for internships, On-the-job training- Technical skill training, projects, in-plant training, hands on training etc for developing the skills of students. More than 100 collaborative activities were conducted. Further plans are also made to better collaborations and linkages.

Thus, IQAC of the institution plans institutionalisation of quality practices.

Collaborative Activities Link -

https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-III/3_7_1_a_copiesofdocument.pdf

e- material preparation Link - <https://srcollege.edu.in/e-content.html>

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_5_1_incremental.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

To ensure quality education, teaching learning process is thoroughly monitored and often reviewed along with its structures and methodologies of operations and learning outcomes by the IQAC of the institution.

Feedback from different stake holders is collected regularly on

curriculum & teaching learning. Feedback based curriculum revisions, methodology modifications in teaching are made in the departments to improve the teaching learning process.

Student Satisfactory Survey is collected and analysed.

Based on these, the available teaching methods on one hand and expected teaching methods on the other, were correlated with each other and the exact model that suits the learner types available in the institution was evolved for online classes.

An online class monitoring committee having senior faculty was formed to monitor the online classes and reports are sent to the principal. Based on the report, measures for rectification, if required, are taken.

Learning outcome is reviewed in

- The departments based on the students' performance in cycle tests, responses in the classes and performance in the competitions etc
- The passing boards based on the performance of students in the end semester exams
- The placement cell based on the employer feedback

Thus teaching-learning process is reviewed to strengthen the structures and methodologies of operations and improve learning outcomes in the online mode this year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://srcollege.edu.in/AQAR/AQAR-2021/Criterion-VI/6_5_2_TLreview.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://srcollege.edu.in/images/home/SRC_70TH ANNUAL REPORT 2020-2021.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

The college plays an active role in preparing women to be educated and empowered by embedding modern traits with a touch of tradition. To foster women students to face the new challenges of the changing times, the curriculum is updated with many courses which focus on gender parity. Sensitization of gender equality is ensured by the year round awareness programmes, meetings, seminars and workshops organized by the departments, associations and special committees like Gender Champion Club, Career Guidance and Placement Cell, Grievance Redressal Committee, Centre for Ethics and Human Values, Entrepreneurial Development Cell, Youth Forum Study Circle , Exnora Club, SEERA's Diet Clinic and otherclubs. The programmes focus on the development of employability skills, vocational skills and personality skills.

Physical, emotional, psychological and economic well-being is ensured by the students' support initiatives like Earn While You Learn, Founder's Annadhanam Scheme (Free Noon Meal Scheme), Counselling Cell, Internal Compliant Committee, Monitoring Committee, Students' Discipline Committee and Vasantham Fitness Club. The institution practices zero tolerance towards any kind of gender discrimination. The institution provides equal opportunities to all students and nurtures them in a cultural and religious tolerant, diverse and inclusive environment, grooming every student into a socially conscious, resourceful citizen possessing excellent interpersonal, problem-solving and leadership skills.

The college offers a skill enhancement programme in Sericulture under Community College scheme, catering to the employability skills and entrepreneurial development of rural women in rearing Silkworm for silk production. The college also offers B.Voc. programmes in (i) Apparel Made-Ups and Home Furnishing, (ii) Food Processing and (iii) Electronics Circuit Designer and Electrician under National Skills Qualification Framework (NSQF) to provide job opportunities and to promote entrepreneurship skills among women students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://srcollege.edu.in/AOAR/AOAR-2021/Criterion-VII/7_1_1_genderequityandsensitizationandfacilitiesforwomen.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

B. Any 3 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

Vermicompost production

The solid waste includes wet waste, dry waste and paper waste. The wet waste which includes kitchen waste and food waste is collected from the college mess kitchen and canteen; Dry waste comprises the green litter collected from the vast green campus and gardens. The green litter is used for producing vermicompost. The kitchen waste collected is used for generating Bio gas.

Segregation of waste

The solid waste in the campus is disposed in separate collection bins to help the segregation into degradable and non-degradable waste. The degradable waste is accumulated in garden pits for composting and non-degradable waste is collected by the city corporation for disposal.

Generation of recycled Paper

A waste paper recycling unit has been installed in the campus with the support of University Grants Commission. The main objectives of this project are (i) to convert the waste paper generated in the college into products such as office stationery, certificates, pen stands, carry bags etc., (ii) to conserve resources by inculcating the concept of recycling at appropriate scale and (iii) to promote the use of recycled paper in the college campus. Hands-on training is offered to the students of all departments of the college. Approximately 1475 students have undergone training so far. This initiative also opens up employability and entrepreneurship opportunities.

2. Water waste management

Water recycling unit

Water used for the domestic purpose in hostels and in the kitchen are treated by sediment tank method where the water is collected in cement tank and is allowed for purification through sedimentation process. The waste water which is collected from the campus is treated and used for watering the garden. There are also pits and sumps which are dug and constructed exclusively for water purification and waste water treatment. Recycled water from these sumps is collected regularly and is diverted to the vermiyields for the vermicompost production.

3. E-Waste management

The college undertakes E-waste management for creating an eco-friendly campus. E-waste generated in the campus is upgraded for prolonged durable usage and to avoid dumping of them. The non-usable E-waste generated is handed over to agencies with which the college has agreements, to help us contribute to the recycling of waste generated from the campus. The college promotes the policy of "reduce, reuse and recycle" and believes in using the recycled E-waste which can contribute to reuse. The department of Computer

Science conducts various awareness programmes on E-waste management techniques to various schools students.

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 vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	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

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5.Beyond the campus environmental promotional activities 	<p>C. Any 2 of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	View File

<p>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,</p>	<p>A. Any 4 or all of the above</p>
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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	View File
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).

As Seethalakshmi Ramaswami College caters to a diverse group of students, it strives to maintain an inclusive environment, aiming at achieving tolerance and harmony towards communal, cultural, geography, economic, social and linguistic diversities. With regard to students' participation in academic, curricular, co-curricular, cultural, sports activities, equal opportunity is given to every student without any discrimination. The diversity among students is respected and every student of the campus is taught to conduct herself following the ethical codes of the institution as students hail from the various parts of the state and nation, to study in the campus. Yet the secular ambience and practices of the institution make the differences in caste, creed and social identities negligibly felt among the stakeholders of the college. As the campus has a good number of resident scholars, it is ensured that total tolerance is practiced and harmony prevails in our calm academic ambience. To provide an equal opportunity, compulsory enrolment in a Part-V activity, participation in the Association programmes of the department and in the common college activities is ensured, right from the classroom to the compulsory placement training and job opportunity in the final year. No student is allowed to dominate or bully over others. The teachers and staff check that no student is left out lonely and insecure and the healthy practice of mentoring is implemented in every stream and programme from undergraduate level to research. The college organized myriad activities in the online mode to instill the qualities of inclusivity and tolerance. The institution has also been taking steps to promote activities in the local community to overcome social disadvantages and thereby

contributing to the empowerment of women in the society.

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:

Seethalakshmi Ramaswami College regularly conducts activities to create awareness to students on their responsibilities as Indian citizens of the future. Right from the time students are admitted, they are offered training in the basic foundation courses on values and ethics like Value-based education, Environmental education and gender sensitization. They are also encouraged to participate in awareness programmes, rallies, drives and other activities to promote social awareness to make them responsible citizens. The college regularly contributes towards Armed Forces Flag day, Prime Minister's / Chief Minister's Relief Fund and by contributing faculty members' one day salary to any national cause or calamity. Many awareness programmes on values and rights have been organized. Apart from these programmes students participate in Swachhta Abhiyan, Social outreach programmes, Extension Activities, Exnora and green campus initiatives, tree plantation drives, vaccination drives and COVID-19 awareness programmes. The academic institution focuses on sensitizing the students become responsible and model citizens who could impeccably contribute to nation building. Social awareness is integrated into the academic curriculum and also through compulsory registration under Extension activities like National Cadet Corps, National Service Scheme, Youth Red Cross, Red Ribbon Club, Gender Champion Club, and Centre for Ethics and Human Values. Students also participate in programmes offered and organized by Entrepreneurial Development Cell, Exnora Club, Youth Forum Study Circle and Centre for Ethics and Human Values.

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

Seethalakshmi Ramaswami College regularly celebrates national and international commemorative days, events and festivals on campus. During the academic year 2020-2021, the institution had to function only with a skeletal staff due to the pandemic. The year round celebrations were successfully organized in the online platform, to ensure that students have an exclusive opportunity to know the importance of every red-lettered day. Special invitees were invited to give talks on the significance of each commemorative day, so that the student community would be able to connect themselves with the glorious past, understand the need for

working towards a fulfilling, fruitful future and by making a positive difference by effectively contributing to the present.

Days of national importance like the Republic day, the Independence Day, Rajiv Gandhi Sadhbhavna Divas, Kargil Day, Childrens' Day, Teachers' Day, Armed Forces Flag Day and days of international importance like Womens' Day, Mother Language Day, World Heritage Day, World Environment Day were celebrated.

These celebrations have inspired our students to know the culture, legacy, tradition and history of our nation and the world. The celebration of birth centenaries of both national and international leaders of importance are celebrated on campus (i) to instill a sense of pride, confidence and self-motivation (ii) to help the young minds who need such inspiring role models (iii) to perceive a sense of purpose in their developing years which will help them to become exemplary role models in the future and (iv) to make effective leaders to lead the next generation.

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

Best Practice - 1

Title: Collaboration - the key tool for knowledge sharing and research in the academia

Objectives

- To widen the learning experience of the stakeholders beyond the syllabi
- To generate concrete outcomes to contribute to research and

society

Context

Collaborative ventures explore the various dimensions of knowledge sharing. Seethalakshmi Ramaswami College has collaborated with other higher educational institutions like universities, peer colleges, research centres of national and international standards, to carry out academic activities such as internships, projects, industrial visits, field visits and to facilitate innovative research to benefit the students, research scholars and faculty members. The institution has organised a considerable number of collaborative seminars at the international, national and regional levels, as they are one of the effective platforms for knowledge sharing and help scholars and students to stay updated in their fields of study. The faculty members of SRC acted as resource persons in various collaborative programmes in the numerous sectors, which have highly benefited from their able expertise. Many scholars from the global scenario were invited to contribute to the knowledge sharing initiatives of the institution.

The Practice Collaboration

The institution has collaborated with academicians, industrial experts to develop the skill sets of students - ranging from communication skills to employability skills. Students were also trained under internal collaborative activities between the departments of the institution. Some of the external collaborations are with Organisation for Industrial, Spiritual and Cultural Advancement (OISCA International) Japan, Marian College, Kerala, Krishnamacharya Yoga Mandiram, Chennai, Sai Karuna Mission Global, Mumbai, Bio Field Technology, Pune, Dolphin Special School, Trichy, Government Schools in and around Tiruchirappalli district and Seagull Training and Study Centre, Trichy. The highly qualified and competent faculty members of the institution have offered consultancy services to many organizations. A few of the beneficiaries are teachers from schools and secondary educational organizations, administrators and teachers of special schools, employees in Small and Large Scale Industries, urban and rural women interested in entrepreneurial ventures. The faculty members also offer consultancy services to business organizations, training cum coaching centres.

Evidence of Success

Internal and external collaborations are initiatives that have helped in bridging the gap between institution and industry and considerably initiated knowledge sharing and high-end resource sharing. The institution has tried to make maximum utilization of the advantages of the online platform and to minimize the limitations and challenges of the current situation at the same time. The long term strategic partnerships between the college and the other organizations have helped our institution (i) to establish a network of human resources (ii) to develop an academic environment (iii) to produce a student community with potential to excel (iv) to successfully engage in technology transfer (v) to promote innovation and (vi) to contribute towards women's employability and empowerment. The feedback received from the beneficiaries of all the collaborative activities, stand testimony to the success of this practice.

Problems encountered and resources required

The difference in the time zones for conducting international collaborative activities, the availability of resource persons, the cultural and organizational differences and the myriad ethical practices of the collaborating organizations, were the initial challenges that were faced at the outset of establishing collaborative ventures and offering consultancy services. These challenges were duly overcome in due course.

Notes

Through collaborative ventures, the institution has identified potential resources available both in the external and internal environment, to establish team work, to train stakeholders in the skill sets, to efficiently undertake measures for self-reliance, to disseminate knowledge and information and thereby to contribute to research & development and societal upliftment. This can further pave way for enriching consultancy services of the institution.

Best Practice - 2

Title: Reach through Outreach (RTOR) programme

Objectives

- To initiate community building for self-sustenance in the adopted villages
- To contribute to nation building through self-reliant initiatives for rural development

Context

The Reach through Outreach (RTOR) programme of SRC aims at creating a self - sustainable environment in the five villages adopted by the institution namely Sirumayangudi, Manakkal, Mettupatti, Agalanganallur and Athikudi of Tiruchirappalli district, Tamil Nadu. The programme serves the people of the adopted villages with the objectives of imparting essential skills to the people, by offering training courses to young girls and women, creating awareness on healthy and hygienic practices among rural women and children, imparting vocational training to rural youth, increasing literacy rate by giving basic training in reading and writing skills in the vernacular and English language and thereby create a self-reliant and self-sustainable rural India.

The Practice

The RTOR programme was exceptionally successful during the pandemic times, as the institution was able to support the adopted villages in innumerable ways. The faculty, staff and student volunteers of each and every department of both the Aided and Self-financed sections of the institution visited the adopted villages in batches, and carried out timely relief measures by strictly complying with the standard operating procedure for COVID -19. The activities under the programme were successful due to the complete support and funding of the college management.

COVID -19 Relief Measures

Face masks, hand wash and sanitizers were distributed to the families in the five adopted villages. Grocery kits were distributed to the people below poverty line during the lockdown. Personal Protective Equipment (PPE) kits were donated to the Dean of the Government Hospital, Tiruchirappalli, for the use of the doctors serving there. Pamphlets on safety measures and healthy

eating practices for building natural immunity were distributed to the villagers. Awareness programmes on safety measures to be followed during pandemic were conducted. Villagers were taught to use pulse oximeters and digital thermometers. The school students were taught the healthy practices such as the importance of washing hands with soap, wearing masks, maintaining social distance and keeping their environment clean to maintain personal and environmental hygiene. Precautionary measures to prevent the spread of Corona virus were also explained.

Teach to Transform

Villagers were taught to make online transactions, informed about co-operative loan schemes and government schemes for farmers. Young girls and women were taught to download applications like Kaavalan SOS for ensuring their personal safety. Students were informed about the ways to procure e-resources. Women were taught the importance of consuming a balanced diet, the need to exercise and the benefits of breast feeding. Anthropometric measurements of school children were taken and compared with the standard normal range and the children's parents were educated on the same. Importance of global warming and need for environmental protection were explained to the villagers. Social skills, communication skills, leadership skills, analytical skills, managerial skills were taught to students. Health issues of women and children were discussed and suggestions were given to overcome these issues.

Support to Sustain

Techniques for vermicomposting which include collection of organic wastes, preparation of pre-digested food, and inoculation of earthworms, harvesting and packaging were demonstrated to the villagers. The adverse effects of using chemical based fertilizers and pesticides were explained. The villagers were trained to prepare hair oil, face pack, hair wash powder, tooth powder and seed balls. Free saplings and seed balls were distributed. Tree plantation was carried out in the villages. The unemployed youth of the villages were given awareness on self-employment opportunities and the available Government schemes.

Evidence of Success

The people of the five adopted villages enjoyed the benefits of

the outreach initiatives of the institution and look forward for the same. The Panchayat Presidents and Vice-Presidents extended fullest co-operation and support for the activities conducted under the RTOR programme of SRC and having been pleased with the services rendered by the institution, they honoured the institution with shields as a token of appreciation.

Problems encountered and resources required

The fear of the pandemic was the initial problem encountered before and after the imposed lockdown during the COVID -19 period. The enthusiasm and interest evinced by the faculty, staff and students to offer relief measures to the people of the adopted villages helped the institution in successfully implementing the programme in the villages. As ample funding was provided by the SRC management, the institution was able to carry out a complete and fulfilling social outreach programme.

Notes

The philanthropic and altruistic policies adopted by the management have helped the SRC team to carry out its RTOR programme successfully.

File Description	Documents
Best practices in the Institutional website	https://www.srcollege.edu.in/images/common/iqac/Best%20Practices%202020-2021.pdf
Any other relevant information	https://www.srcollege.edu.in/e-content.html

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)

Institutional Distinctiveness

Priority and thrust area - Holistic development of women students

The institution has taken numerous initiatives, which were implemented effectively for the holistic development of women

students, right from the time of their admission in to the various programmes till completion.

Initiative for hassle-free Admission

- The admission process was thoroughly streamlined and a fool proof online admission procedure was followed.
- Hassle free payment options were identified and implemented.
- A help desk comprising faculty members and staff was set up to clarify the queries inadmission to the stakeholders.

Initiative for Academic proficiency

- The students were given a complete academic support through online teaching, assessment and evaluation.
- Apart from covering the syllabi, the students were given relevant and current topics for writing assignments and to make Power Point presentations.
- To make online learning interesting for students, the teachers prepared many E - learning modules for all the myriad disciplines offered.
- The LMS prepared by the faculty members and e-resources with open access, enabled the student's academic enhancement.
- Direct supervision of the top level management and administrators, ensured that the students' academic proficiency and teachers' teaching efficacy remained uncompromised in the online mode.

Initiative for Mentoring and Counselling

- Through an effective mentor-mentee system, the students' academic stability was ensured by giving them constant one to one counselling by the mentors.
- Many online programmes on physical and emotional well-being were conducted during the pandemic time to ensure that every student's emotional intelligence and psychological stability were undeterred by the constant lurking fear of the pandemic.

Initiative to reach Parents

- The student's overall performance was discussed with their

parents by the ward tutors and class in-charge teachers, to analyse the student's strengths and weaknesses.

- The concerns of students and parents were addressed in the frequent online meetings held.
- The parents were constantly informed of their wards' participation in class and also of their academic performance, participation in co-curricular and extra-curricular activities.

Initiative for Economic support

- The faculty members lent a nominal support to the economically marginalized students to meet the requirement of the sudden shift to online teaching mode.
- The management lent its support to the students by giving the maximum extended time frame for remitting fees.
- Simple and easy techniques were implemented for making online payments to help parents during the pandemic.
- Freeships and scholarships through Jindal scholarship, Single girl child, Government scholarships, and those mobilized by the college management like Teacher's days scholarship, Sanskrit scholarship, Managing Trustee's Birthday scholarship, Philanthropic endowments were given to deserving students.

Initiative for Computer literacy

- The compulsory computer classes offered in the first year undergraduate programme, developed the computer literacy of the students.

Initiative for Add-on courses

- To keep the students updated in current and new developments in their disciplines, Value added courses were offered to all the students.
- Extra credit courses were offered to the advanced learners to keep them abreast in the current trends in their fields of study.

Initiative for Communicative proficiency

- The first year students of the undergraduate programmes were offered skill training in Communicative English through the online Bridge Course and English for Effective Communication course.
- The Foundation course offered to the major students tried to bridge the gap between secondary and tertiary learning levels.

Initiative for Technical proficiency

- Vocational programmes under National Skill Qualification Framework and Community College helped women students to develop vocational, employability and entrepreneurial skills and thereby become empowered.

Initiative for Placement

- Professional skill training along with short-term placement training courses were organized.
- On Campus and Off Campus placement support were provided by the members of Placement Cell.
- Special training was given to the students appearing in competitive examinations.

Initiative for Skill development

- The students were trained to participate in an array of programmes and competitions conducted by the Associations and the College Students' Union which helped the students to bring out their latent talents.
- The active role played by the student office bearers, helped them hone their leadership skills.
- The departments offered skill-set development training for vocational purposes such as

1. Preparation of herbal cosmetics
2. Preparation of household cleaning products
3. Preservation of fruits and vegetables
4. Surface enrichment of textiles
5. Rearing silkworms and training in vermicomposting technology
6. Baking techniques

Initiative for honing leadership skills

- The extension activities offered by the institution National Cadet Crops, National Service Scheme, Youth Red Cross, Red Ribbon Club, Sports had been organizing activities for the development of leadership skills.
- The National Cadet Crops had organized been involving students in Tree Plantation initiatives, India movement Signature Campaigns, training students in the COVID - 19 period and had celebrated International Yoga Day, Kargil Vijay Diwas, International Youth Day, National Cancer Awareness Day, Rakt Daan Jeeven Daan, Jalian Walabagh Massacre Memorial Day and also organized webinars for the benefit of the cadets.
- The National Service Scheme of Seethalakshmi Ramaswami College celebrated the Human Rights Day, Constitution Day, Gandhi Jayanthi and also trained the volunteers in the COVID prevention measures.
- Youth Red Cross celebrated the International Women’s Day.
- Department of Physical Education organized many online webinars and skill enhancement training programmes in connection with sports and games for students.

File Description	Documents
Appropriate link in the institutional website	https://www.srcollege.edu.in/images/common/igac/Institutional-Distinctiveness-2020-2021.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Submission of pending AQAR-s

Revision of curriculum for implementation from 2021-22

Publication of SRC- Quest - an in-house peer-reviewed journal

Initiations for signing MOU-s for offering courses and training programmes to students