



Yearly Status Report - 2015-2016

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	S.I.V.E.T. COLLEGE
Name of the head of the Institution	Dr .A.ANBALAGAN
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04422780777
Mobile no.	9444106263
Registered Email	sivet.college@gmail.com
Alternate Email	arumugamanbalagan@gmail.com
Address	Tambaram Velacherry Main Road Gowrivakkam
City/Town	Chennai
State/UT	Tamil Nadu
Pincode	600073

2. Institutional Status																			
Affiliated / Constituent		Affiliated																	
Type of Institution		Co-education																	
Location		Semi-urban																	
Financial Status		state																	
Name of the IQAC co-ordinator/Director		Dr .M.M. GOVIND																	
Phone no/Alternate Phone no.		04422780777																	
Mobile no.		9884098644																	
Registered Email		sivetcollegeiqac@gmail.com																	
Alternate Email		sivet.college@gmail.com																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		http://sivet.in/annual-report/																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes,whether it is uploaded in the institutional website: Weblink :		http://sivet.in/wp-content/uploads/2020/02/ACADEMIC CALENDAR 2015- 2016-converted.pdf																	
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>80.10</td> <td>2005</td> <td>21-Sep-2005</td> <td>21-Sep-2010</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	80.10	2005	21-Sep-2005	21-Sep-2010
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B+	80.10	2005	21-Sep-2005	21-Sep-2010														
6. Date of Establishment of IQAC			18-Jun-2007																
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries															
No Data Entered/Not Applicable!!!																			

No Files Uploaded !!!

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

1

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

o Disciplining students o Improving pass percentage o Counselling to the students by experts o Developing Communication skills and employable skills o To encourage students to participate in competitions

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
1. Increase the awareness of being regular to student through respective heads of Department.	Late comers and class bunkers are advised and later on counselled through parents
2. Effort to be taken to inculcate a sense of Nation integration in the students .	National Festivals such as Independence day ,republic days and Blood donation camps are conducted
3. Steps to be taken further to identify weak students and give proper	Class in charges orally guide them and soft skills, Communicative English is

counselling.	taught. Remedial classes for poor learners in English is done				
4. Create gender sensitisation Programmes	Professor Miriam Samuel from Madras Christian college gave a lecture about the aims of women that are attainable , sustainable and liveable in the society.				
5. Create a fool -proof database of students and digitally monitor them.	Automation through LAN and dolphin Software introduced				
6. Up-gradation of computer facilities.	Computers provided with printers to all the departments in the college.				
7. To increase the books and journals in the Library	Facilities of e -journals have been increased				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">COLLEGE DEVELOPMENT COUNCIL</td> <td style="text-align: center;">22-Jul-2016</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	COLLEGE DEVELOPMENT COUNCIL	22-Jul-2016
Name of Statutory Body	Meeting Date				
COLLEGE DEVELOPMENT COUNCIL	22-Jul-2016				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	No				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Management Information System (MIS) becomes absolutely necessary with the introduction of computers or with the development of a computer supported working environment. Since the environment certainly demands the exchange and sharing of vital information on student enrolment, course schedules, admissions, examinations, recruitment, promotions and provision of exam results an essential MIS is a must. The college has a LAN through which students, teachers and supporting staff can access the current data base of students, their academic performance as also other academic query. All users are prohibited from using IT resources in a manner that is construed by another as, denigration, hateful, threatening or harassing. Information				

Technology resources refer to all 247 computers and communication facilities, service and resources through Pawan systems including but not limited to networking devices, email service, wireless devices and any associated peripherals and software that are owned, managed maintained by S.I.V.E.T. College. The administrative section is automated with College Administration Software which maintains all information on student admission, fee payments, staff and student's profile. The College library is also automated with Library Management Software and the information regarding availability of books, issue details are loaded. The finance section is automated with Payroll system which maintains the details of the staff salary.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum Planning and Implementation The University sets curriculum for the affiliated colleges. The program of study or set of courses conducted in our college is planned, designed, developed and implemented with academic flexibility according to the norms of the University of Madras. The programs were revised and enriched to Choice Based Credit System (CBCS) in 2008 with a stress on evaluating the student's academic performance. Departmental meetings are conducted and the syllabus in accordance to the interest and expertise are distributed to the staff. Departmental Heads prepare the routine which is duly approved by the Principal .Teachers prepare their lectures, notes of lesson and question banks according to the syllabus allotted and classes available. Classes are held according to the schedule under the supervision of college administration. The issuance of Academic calendar enables the staff and students to get notified about the test dates, University examination(Practical & Theory)and the list of Government holidays. The curriculum is divided into five parts. Part I offers Tamil and other languages to Under Graduate programs. Part II is devoted to learning English language for all the first and second year students. Part III comprises of core subject, allied subjects, projects / electives with three courses. Part IV includes Non-Major Electives, Skill based subjects, Environmental studies and Value Education. First year UG students have to take Non-Major Elective. i.e.NME-I and NME-II. All second year UG students have an opportunity to get to know about Environmental aspects in their third and fourth semester. All the third year UG students study Value Education in their fifth semester skill based sub:-details. The College offers Certificate and Diploma Courses in Accounting and Auditing, Computerized Accounting, Computer Assembling and Servicing under Self-Finance programme which provides interdisciplinary approach so as to enhance the competency of the students. The academic programmes are efficiently monitored and implemented by the Heads of each Department and all other faculty members who oversee the student's academic progression. The student's have to participate in various

extension activities like NSS, NCC, YRC, CCC and Physical Education under Part V for which the students get one credit. Core subjects develop in-depth knowledge and Non-Major Electives widen knowledge in the application oriented subject of the relevant discipline. M.Phil., programmes in Commerce and Mathematics are introduced under Self-Finance stream, Ph.D., part time programme is also offered by the Department of Commerce, Mathematics, Economics and Tamil. The mechanism of implementation is strictly adhered to the academic rules and regulations in vogue laid down by University of Madras and Department of Collegiate Education, Government of Tamilnadu.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	General	22
BCom	Corporate Secretaryship	53
MSc	Mathematics	25
BBA	Business Administration (SF)	35
MBA	Management Studies (SF)	9
MSc	Biochemistry (SF)	9
BCom	Corporate Secretaryship (SF)	27

BCom	Information Systems and Management (SF)	26
BSc	Visual Communication (SF)	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
NA

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	General	70	526	70
BCom	Corporate Secretaryship	70	141	70
BA	Historical Studies	60	81	57
BA	Economics	60	246	57
BSc	Mathematics	50	159	51
BSc	Physics	50	128	36
BSc	Chemistry	50	190	39
BSc	Zoology	50	107	37
MSc	Mathematics	25	35	25
MCom	General	40	47	23

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	2932	148	92	0	30

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
122	40	301	12	1	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring Activities: 1. Each class is allotted with a class in charge. They shall help the students in counselling related to Academics, Economical needs, Psychological, and even societal related problems. 2. In Science faculty every practical subject has a practical in-charge. 3. College conducts induction program for 1st year students on the following topics - - Introduction of college - Various activities conduct by the college faculties - Examination pattern. (This is normally done on the first day of the re-opening of the college with the management, staff, parents and students) 4. Arts, Mathematics, Commerce (especially research oriented departments) faculty are research guides for M.Phil research scholars in their specialized subjects. 5. At PG level, faculties give one to one guidance to the student's project work. 6. Various guest lectures and workshops are conducted for better career opportunities of the students. 8. Competitive examination guidance and theoretical explanation classes are given. 9. Students from Corporate Secretary ship, Commerce, Business Administration, Banking Finance are sent for internship programs. 10. Staff motivates and sends students for meets in various Research Institutes. 11. Management and some faculty give support in the form of finance, books, and notes bank facilities to the needy students. 12. Advice need based mentoring is done on personal issues of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3080	122	25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
138	123	15	8	37

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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BA	Historical Studies	II/IV/VI	05/05/2016	01/07/2016
BA	Economics	II/IV/VI	05/05/2016	01/07/2016
BCom	General	II/IV/VI	05/05/2016	01/07/2016
BCom	Corporate Secretaryship	II/IV/VI	05/05/2016	01/07/2016
BSc	Mathematics	II/IV/VI	05/05/2016	01/07/2016
BSc	Physics	II/IV/VI	05/05/2016	01/07/2016
BSc	Chemistry	II/IV/VI	05/05/2016	01/07/2016
BSc	Zoology	II/IV/VI	05/05/2016	01/07/2016
MCom	General	II/IV/VI	05/05/2016	01/07/2016
MSc	Mathematics	II/IV/VI	05/05/2016	01/07/2016

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For theory courses Two series tests are conducted based on the completion of module. Retests are conducted for the students who have missed either 1st or 2nd series test. Those who have missed both tests are not eligible to appear for the end semester examination. If one misses both tests due to medical reasons or other personal exigencies, based on genuine evidences, a single test is conducted covering the whole syllabus. b) For Practical Courses Practical evaluations are conducted by university deputed externals in the college. If the practicals are not completed in the semester, grade I (incomplete) awards against the course and the final grade will be given only after the completion of the course in terms the norms laid by University of Madras. d) Seminar Each student has to give a seminar on a professional topic of current interest. The seminar topic should be approved by the concerned subject handler and Head of the Department. Student has to be ready with presentation slides and abstract at the time of seminar presentation Once the presentation is completed, the staff and head of the respective Department evaluate the marks for the internals. Final Year Project Final semester Project (applicable to Corporate Secretary ship and Post Graduate courses) The project assessment analysis is done by the faculty supervisor. The final evaluation and viva is done by the Assessment Board comprising of the Head of the Department and an External expert from another college. Student submits report before the Assessment board soon after the completion of project. If the Project work is incomplete the student has to appear again for assessment.

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

The academic calendar clearly states the dates of examinations both internal and external. It also lists out the public holidays as well as the activities to be conducted in the academic year. It also strictly adheres to the university calendar regarding the practical examination dates and theory examinations. The presence of calendar with the students and staff help them to be aware of the cells, committees and the members in-charge of it. It also gives the rules and regulations that are in vogue from time to time in the college administration. The examination pattern has two parts. First part deals with the continuous internal assessment and the second part deals with end semester university examination. The former part is assessed for 25 marks and the latter part for 75 marks. Criteria No's Marks allotted Assignment 3 per semester 5 Seminar 1 per semester 5 Attendance and discipline ? 75 5 Test 2 per semester on each subject 5 Model examination 1 per semester 5 Total- 25 The

overall monitoring is done by the Principal in effecting the state of affairs in the college.

2.6 – Student Performance and Learning Outcomes

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

<http://sivet.in/wp-content/uploads/2020/02/2.6.1-PO-PSO-AND-CO-FOR-ALL-PROGRAMS-1.docx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
AA	BA	Historical Studies	32	12	38
AD	BA	Economics	42	13	31
BPZ	BCom	General	65	53	82
BYA	BCom	Corporate Secretaryship	51	22	43
SAM	BSc	Mathematics	38	21	55
SAR	BSc	Physics	25	10	40
SAD	BSc	Chemistry	28	13	46
TAE	BSc	Zoology	25	12	48
KDA	MCom	General	18	17	94
MCF	MSc	Mathematics	19	17	89

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2.7 – Student Satisfaction Survey

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

0

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Mathematics	3
Commerce	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	1.95
International	Commerce	1	5.09
International	Mathematics	6	2.05
International	Botany	1	3.76
International	Physical Education	4	4.92
International	Mathematics(SF)	1	0.12
International	Biochemistry(SF)	3	3.18
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Tamil	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Coefficient Estimates for	Dr.T.V. SUDHARSAN	International journal of analysis	2016	0	S.I.V.E.T. COLLEGE	4

Certain Subclasses of Biunivalent functions Defined by Convolution						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Coefficient Estimates for Certain Subclasses of Biunivalent functions Defined by Convolution	Dr.T.V. SUDHARSAN	International journal of analysis	2016	5	4	S.I.V.E.T. COLLEGE

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	17	2	3

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One Day Legal Awareness Programme	Tamilnadu Federation of Women Lawyers and Rajiv Gandhi National Institute of Youth Development	4	350
Nanmangalam Reserve Forest Cleaning	Forest Department, Range Office, Tambaram	1	14
NSS Special Camp (7 Days)	NSS, University of Madras	3	150
19th National Youth	NSS Regional	0	1

Festival	Centre, Guwahati, Assam		
International Yoga Day	6/1 TN BN, NCC	1	110
International Day against Drug Abuse and illicit trafficking	Narcotics Control Bureau and 1 TN BN, NCC, NCC GP HQ, Madras A	1	10
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	NA	0	0
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	0	NA	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
40	42.72

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Others	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SIVET College Library Management System	Partially	Own	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	45808	2800105	671	128905	46479	2929010
Text Books	16770	3768876	225	110954	16995	3879830
Journals	6	9750	0	0	6	9750
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth	Others
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								h (MBPS/ GBPS)	
Existing	243	2	1	0	1	2	0	2	0
Added	0	0	0	0	0	0	0	0	0
Total	243	2	1	0	1	2	0	2	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
25	25.89	40	42.72

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

LABORATORY Laboratory equipments, apparatus, chemical and solvents etc. are procured at College level as per the requirements raised by various departments. The College office purchases those scientific equipments, apparatus etc. through open bidding process as per the Tamil Nadu General Financial Rules guidelines and as per instructions of Higher Education from time to time. Each department maintains a separate stock register regarding the procurement and utilization of equipments, chemicals and solvents. **LIBRARY** The College Library is operated by the Librarian and other support staff. There is a Library Purchase committee consisting of a group of teachers who guides and supervises the operation of Library. Money for purchasing new books from time to time is in practice .Each teaching department is allotted with the funds as per their requirements and the librarian procures those books from various book stores following the established procedures and guidelines. After purchasing of the books, due stock entries are made by the staff and then those books are issued to students and faculty members for their reference. **SPORTS** The College has its own play grounds. Regular funds are not available from the Department of Higher Education for upgradation and development of College playgrounds . However, some amount of money is being spent by the College for upgradation of playground during the time of Annual Sports meet. This money is spent out of the Trust fund. **COMPUTER** At present, 242 Nos. of computers have been installed at various places of the College. The cost of repair and maintenance of computers are borne by the College fund. **CLASS ROOM:** At present, there are 42 classrooms in the College out of which 7 have been provided with fixed LCD facilities. Since it is a Govt. aided College, the maintenance of the building, classroom, and other physical facilities are being done alone by the management. The teaching and learning equipments are centrally purchased by the College office. After due entry in the stock register, those teaching learning are given to the Departments based on the request raised. **LABORATORY SPORTS COMPUTER CLASS ROOM:** The College Library is operated by the Librarian and other

support staff. There is a Library Purchase committee consisting of a group of teachers who guides and supervises the operation of Library. Money for purchasing new books from time to time is in practice .Each teaching department is allotted with the funds as per their requirements and the librarian procures those books from various book stores following the established procedures and guidelines. After the purchase of the books, due stock entries is made by the staff .Later those books are issued to students and faculty members for their reference. Laboratory equipments, apparatus, chemical and solvents etc. are procured at College level as per the requirements of various departments. The College office purchases those scientific equipments, apparatus etc. through open bidding process as per the Tamil Nadu General Financial Rules guidelines and as per instructions of Higher Education from time to time. Each department maintains a separate stock register

<http://sivet.in/wp-content/uploads/2020/02/4.4.2-PROCEDURES-AND-POLICIES-FACILITIES.docx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	ENDOWMENT SCHOLARSHIP	119	87280
Financial Support from Other Sources			
a) National	NA	0	0
b) International	NA	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Health Education	01/02/2016	17	Staff
Slow Learners Group Discussion	04/08/2015	17	Staff
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

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

0

0

0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	NA	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	4	MCom	General	SIVET College	M.Phil
2016	4	BSc	Mathematics	SIVET College	MSc
2016	4	BCom	General	SIVET College	MCom
2016	1	BCom	Corporate Secretaryship	Tagore Engineering College	MBA
2016	1	BCom	Corporate Secretaryship	Madras Christian College	MCom
2016	1	BCom	Corporate Secretaryship	University of Madras	MBA
2016	1	BSc	Chemistry	A.M.Jain College	MSc Chemistry
2016	2	BSc	Chemistry	Gurunanak College	MSc Chemistry
2016	1	BA	Economics	University of Madras	MA Economics
2016	2	BA	Historical Studies	University of Madras	MA Historical Studies
View File					

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

Items	Number of students selected/ qualifying
NET	2
SET	1
Any Other	1
View File	

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

Activity	Level	Number of Participants
Sports Day Competition	Inter Department	600
Cricket(MEN)	Inter Collegiate	256
Table Tennis (WOMEN)	Inter Collegiate	40
Table Tennis (MEN)	Inter Collegiate	45
Chess (WOMEN)	Inter Collegiate	40
Chess (MEN)	Inter Collegiate	60
Table Tennis (MEN)	Inter Collegiate	70
Chess (MEN)	Inter Collegiate	126
Cricket (MEN)	Inter Collegiate	160
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Departmental activities (as Class representatives), and Student Committees for Co-Curricular activities (NCC, NSS, Sports Associations) is in practice. Class Representatives For every Department. Two student representatives (a girl and a boy preferred) from first, second, third Year from each department are formed in the class. A meeting is conducted during the commencement of every semester to make a decision on the various departmental activities. Role Decides on seminars, class tests ,Discipline Decorum of the class etc. for each semester. Class representatives from each class along with the faculties handling the subjects play a major role in the improvement of academic outcomes. Class representatives are also asked to form buddy system to have productiveness -Advanced learners: Slow learners(1:4). Head of the Department will be solely responsible in handling the day to day affairs. Sports Committee For coordinating the Sports Events One student representative from final year from each department, is selected as Sports Head. These students form this committee. These students are responsible for coordinating Sports day celebrations Sports Activities. (Intramural, Inter collegiate, University level, State level) They are also responsible to co-ordinate with the game events organised for both the Teaching and Non-Teaching staff in association with Physical Director of the college. Role The Director of Physical education will collect the suggestions on the common sports events from their department sports representatives. The Director of Physical education finalizes the events based on the funds available.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

S.I.V.E.T. College totally believes in decentralisation and participative management in every aspect of its functioning. College has the culture of recognizing each and every staff opinions. The decentralization and participative management is practiced in entire academic and administrative affair of the college. The college has an organization structure that includes Board of Management, College committee, Principal, heads of department (College Council), Staff in charge for conducting the university examination, faculty members, Director of Physical education, Office superintendent, librarian, and nonteaching staff and other various committees. The Board of Management is responsible for strategic planning of the institute, ensuring institute performance and managing risk and accountability. The principal takes the decision in the interest of college. All the decisions are taken in the college committee meeting with senior faculty members and the task is distributed to appropriate level. Majority of the academic activities are being handled by faculties in the department guided by Head of department. The head of department conducts, monitors the department activities, conducts periodic meetings of all respective faculty members actively involved in handling academic activities in the department. Head of the department take suggestions from the faculties for betterment of the academics and administration and forward the same to the college administration. The office superintendent takes up the matter related to non-teaching staff to the Principal, who puts the matter before the top administration level for further decisions. Students are involved to certain extent in decision making. Students are taking decisions related to the functioning and their roles as student representatives. The activities planned are mostly monitored by the students under the supervision of the teachers, Principal and management. Thus, decentralization helps in effective and quality transformation of education to the students. The participative culture helps to ensure transparency in both the streams of the college.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Our College has separate Admission Committee constituted one each for UG, PG, M. Phil. and Ph.D. These committees

	<p>take care of admission norms and also follow the quota on admitting the students.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Our College library contains sufficient number of books and periodicals (Journals). New material, in both soft and hard formats is constantly done for the College library. A comprehensive range of videos, DVDs, CD-ROMS, online databases and electronic resources including e-journals are also available. On-line reading lists facilitate access to key readings in digital format for all the courses. A library catalogue with large screen and large font keyboard and priority PC are available. In addition to that our college Secretary has introduced Book bank facility to poor students from the academic year 2014-15 and has been issuing student text book for all subjects.</p>
<p>Research and Development</p>	<p>The College allows our Post graduate and under graduate students to undergo Internship training and project work. This is to access the outside pedestal inside the business entities, institutions, research centres and so on to the students. These hands on experiences provide the opportunity to apply classroom theory to "real world" situations thus enhancing the students' academic and career goals. Our College also offers M. Phil, Full-time and Ph.D. part-time Programmes in the Departments of Commerce, Mathematics. At present departments such as B.Com. (Corporate secretaryship) and B.A.(Eco) offer Ph.D. Part time programme. Department of Mathematics and the Department of Commerce annually admits. Eight and six M.Phil students respectively. These Departments also promote research both in their primary, applied subjects and Inter-disciplinary.</p>
<p>Examination and Evaluation</p>	<p>Examination committee conducts the exams efficiently and ensures the smooth and fair conduct of exams. Question Papers (Internal) are checked by the Heads of the department for 100 inclusion of the syllabus and proper Weightage assigned to the topic It has been advised by the management that the staff be present during the conduct of their Paper during the External university examinations. Result</p>

committee looks after processing of the result and correctness (Internal) so that it is declared on time. The result analysis based on the University external examination is made available to the Principal management for further needful follow up.

Teaching and Learning

Learning experiences are enhanced by use of ICT tools. To strengthen overall teaching learning many departments have active associations which conduct programs (seminar, presentations etc.) on weekly basis. E-database and free internet facility in the Library. Special coaching for slow learners (Remedial course) and advanced learners credit to cater to their separate needs. Regular visits (Industry, Research institutes etc.) are arranged for students to give first-hand experience of industrial needs, technologies and advancements. Many programs (additional practical, demonstration experiments, Science Mela, student projects, workshops) were organized using College trust funds to enhance UG teaching.

Curriculum Development

Teachers are motivated to participate in curriculum framing exercise by being part of BOS and syllabus committee members. Teachers share their views on the curriculum on regular basis to the students Curriculum is designed by University. Its implementation is in our hands. Hence to give rich experience to students various methods are adopted like shaping curriculum through co-curricular activities of department association which conduct programs, conduct of add-on courses and certificate courses, Industrial visits, guest lectures, and research initiatives . For overall development there are other avenues and academic programs conducted by the college such as women development program, extension program, NSS, NCC, Outreach activities and academic festivals. Certificate, Short term and value added courses are designed by faculty.

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

E-governance area	Details
Planning and Development	E-governance system at the College level paves way for transparency and accuracy. Even though the college is in the developing stage the college tries

it level best to keep abreast with latest tools available. The e governance development software(Dolphin) helps the college to maintain records of student, staff and all other financial details. Usage of Smartphone with inbuilt social app like Gmail and WhatsApp helps for sharing of information and lecture notes to students. The Self finance stream of the college is following Biometric system for the attendance of teaching and non-teaching staff. The college campus is equipped with CCTV Cameras at every place of need.

Finance and Accounts

The college uses dolphin software for E-governance in the Finance and Accounts department of the college. This helps to increase the efficiency of staff towards the accuracy in financial transactions and simultaneously space saving. The college conducts regular audit of annual books of accounts both by college and the Trust committee. The administrative office keeps the all financial records separately as per the events and transactions. The administrative office maintains the financial records year wise in the form of excel and words which paves way for the paperless office.

Student Admission and Support

The college has an admission system which allows the student to take admission with an application fee of Rs. 100/- for general category and free of cost for SC/ST students. This is the one of the important thing which supports some students those are facing financial issues. The College uses Dolphin software for the admission purpose and also it maintains hard copy of the application admitted. College office staff extend their support to students in services as such Admission form Filling, Examination form filling, Scholarship Form filling, Bus pass and Train Pass forms. The College has provided the facility to the students for linking their contact number with Aadhar card which is as of now mandatory for the students as per the government rule.

Examination

The College has the separate Examination department with equipped ITC tools necessary for examination purpose. All the necessary equipments are provided by the college such as

Separate Desktop and Internet Facility for online procedure of hall ticket downloading, result galley, model question paper downloading and other information regarding the examinations from the university portal. The continuous evaluation Tests are centralised and examination committee takes the responsibility of printing the question papers and also in its evaluation of the results through the departments.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	04/08/2015	24/08/2015	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	2	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF	Provident Contribution by	Counselling for the

the Management One month Salary advance without interest Free admission to courses for wards Provident Fund Contribution by the Management One month Salary advance without interest Free admission to courses for wards

students Remedial classes Endowment scholarships constituted by the professors Placement opportunities and job fairs Group insurance scheme Periodic medical check-up. SLET and NET coaching classes for PG as well as M.Phil students. Free bus and train travel concession by the government of Tamil Nadu. Subsidised food for women hosteliars

6.4 – Financial Management and Resource Mobilization

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

Internal Audit: The internal audit is conducted annually by an approved auditor (Sundar and Company, Chartered Accountants) appointed by the Management who check the receipts/payments of all college accounts. They submit audited statement of income and expenditure to the management for consideration and approval. **External Audit:** The office of the Joint Director, Collegiate Education Tamilnadu, the Accountant General Office, Chennai, is empowered to conduct statutory audit in the college. The Last external financial audit of the utilization of funds was done by the government auditors.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

NIL

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

College promotes the non teaching staff to pursue higher education through distance education. Computer awareness courses are being promoted. A Supporting staff even got his doctorate degree and worked as staff in the aided stream

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

1. Automation : Automation in the office works through computers and internet-networking pattern is in vogue. Database of the students, result analysis, examination numbering. Staff salary, information from University, UGC project reports are ready for anyone at any time to view as per RTI. The above methods are implemented through UGC and the management funds. 2. Linkage: Department of Mathematics has collaborative work in establishing and improving the research activities. INTERNATIONAL: 1. School of Mathematical Sciences, University of Sains, Sains, Penang, Malaysia. 2. Department of Mathematics, University "Lucian Blaga" of Sibiu, Romania 3. Department of Mathematics, University of Alba Lulia, Alba Lulia, Romania 4. Department of Mathematics, Alanbar University, Ramadi, Iraq. 5. Department of Mathematics, Faculty of Science, Mansoura, Egypt. 6. Department of Mathematics, Avrasya University, Trabzon, Turkey 3. A NCC unit for girls: The NCC unit (6/1 TN battalion) of the college has been operational from the year 1966 purely for men cadets. The greater efforts put by the then ANO(approaching through the Directorate of NCC Tamilnadu to the DG NCC) has brought forth the mixed battalion concept. On account of this, women wing NCC evolved from the year 2009 with an allotted strength of 25 girls at the UG Level for each year.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources
The following are the initiatives undertaken by the institution to make the campus eco-friendly: ? Solar lamp posts are erected to lit the campus during night, it is an automated project. ? Tree conservation and planting of sampling projects are underway. ? Gardening with flowers, preserving and removing the shrubs periodically are in the highlights ? Pollution free ambience and effluent treatment plants are to find its way in the near future. ? Herbal Plants have been planted and nurtured in the garden by a separate gardener

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Rest Rooms	Yes	2
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Legal Awareness for Women	26/03/2016	26/03/2016	300
Awareness of Meditation	09/02/2016	09/02/2016	149
View File			

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

Plastic Free Campus, Use of Organic manures and fertilisers inside the college garden, Installation of Power Saving LED lamps in the campus and Tree Plantation.
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

PETS Best Practice 1 : (P)ersonality (E)nrichment (T)hrough (S)ports- College sport encourages sporting spirit and creates corroborative personality freedom from the tech savvy world. College offers an extremely wide range of sporting activities and our students can discover their potential, explore their interests and develop their sportsmanship, teamwork and fair play in a competitive setting. While sports offer amazing benefits to students in terms of health and mental development, it also enhances academic performance and helps them achieve better grades. Other than these benefits, students also get a sense of entertainment while getting exposed to different sports tournaments. In short need for a break from classroom lectures helps the students to get rejuvenated. Objectives of the Practice: Understanding the correlation between physical fitness and academic success, the college organizes various sports-related programs including badminton, table tennis, basketball, football, etc. for students. Students are made to develop better fitness habits and coordination by engaging in sports and exercises. Sports provides great physical benefits and also help students in boosting , maintaining, mental and emotional well-being. It has been proved that students who are physically active and engage in sports are happier to lead a less stressful life. Through

sports, students become proactive and build a wide range of abilities and skills such as leadership, confidence, teamwork, patience, self-reliance, trust, and many more which facilitate the overall development of an individual.

One of the important advantages of college sports is developing a positive spirit to achieve success while playing for the college. This passion and positive spirit help students achieve their career goals easily. Practice The facilities on the campus including Cricket Ground, Basketball Court, Football Ground, Indoor Stadium for tournaments like table tennis, badminton, chess, fitness programs, inter-college sports tournaments, Zonal tournaments, Inter collegiate Twenty 20 matches provide opportunities for students, faculty members, and staff who aspire for more in-depth sports experience. These activities take its form on a regular basis after the college hours. Evidence of success ANNUAL SPORTS REPORT - 2015-16 HIGHLIGHT OF THE YEAR • Organised the

District level Inter-School Kho-kho tournament. • Organised the Inter-Collegiate Chess and Table Tennis Tournament • Organised 7th Spell of Inter-collegiate Twenty-20 Cricket Tournament. • Winning the Runner-up title in the University of Madras Table Tennis Women tournament. • Winning the THIRD PRIZE in University of Madras CHESS MENTournament. • Winning the THIRD PLACE in the University of Madras Zonal Cricket Men Tournament. • Winning the THIRD PLACE in the University of Madras Zonal Ball Badminton tournament. • S.Mohan of III B.C.A.obtained FIRST PRIZE in Table Tennis State Level SDAT Republic Cup. • S. Vignesh of II B.Com. (Corporate Secretaryship) represented Tamil Nadu State in the All India Inter-State Table Tennis Championship. ? Our college cricket team while playing at a number of Inter-collegiate Cricket Tournaments in and around Chennai, we have won the Winner's Trophy in the tournament organized by the Patrician College, Adyar, Chennai and secured Runners-up in the tournament organized by the SIVET College. ? Our college Table-Tennis (Women) Team secured the Runner-up title in the University of Madras Table Tennis tournament. ? Our college Table Tennis (Men) team obtained the THIRD PLACE in the University of Madras Table Tennis tournament. ? Our college Ball Badminton Team came THIRD in the University of Madras Ball Badminton tournament. ? Our college CHESS (Men) Team won the THIRD PLACE in the University of Madras Chess Tournament. ? Our college Table Tennis (Men) Team obtained as WINNERS in the Inter-Collegiate Golden Jubilee Celebrations Trophy organized by our college. ? Our college Table Tennis (Women) Team won the FIRST as well as the Fourth Place in the Inter-Collegiate Golden Jubilee Celebrations Trophy organized by our college. ? The Department of Physical Education organized the 7th Inter Collegiate Twenty 20 Cricket Tournament. This tournament has become a regular Annual feature in our college campus. Totally 16 Colleges in and around Chennai participated in the Tournament. ? The Department of Physical Education conducted the Madras University Cricket Matches and also conducted the Madras University Ball Badminton coaching camp in our college campus on behalf of the Madras University. Roll of Honour of our students: Sl. No. Sportsmen Course Game / Event Representation 1 S. Mohan III B.C.A. Table Tennis State Level 2. S. Vignesh II B.Com. (C.S.). Table Tennis State University Level 3. S. AnnalJohnsy III B.C.A. Table Tennis University Level 4. S. Shareswathy III B.Sc. Zoology Table Tennis University Level 5. S. Kanimozhi III B.C.A. Chess University Level 6. S. Vignesh II B.Com. (C.S.). Chess University Level 7. E. Magesh II M.Com. Ball Badminton University Level 8. S. Prakash I M.C.A. Ball Badminton University Level 9. S. Praveenkumar I B.Sc. Comp. Science Cricket Madras University Inter zone 10. T.Seethapathy II B.A. History Cricket Madras University Inter zone A dozen of our students participated in the 'Organic Marathon' in order to create awareness on sports and also for organic food. Sports for Social Cause: Our students Athletes participated in the "Chennai Marathon 2016" which was jointly sponsored by the Rotary International and Sports Development Authority of Tamil Nadu in order to aid the needy people. Problems encountered: .Sports is never a priority for a majority of Indian parents and their kids. Most Indians feel that playing sports during their

academics will ruin the life of their wards. It is very difficult for many students to provide the means to their children to pursue a career in sports. Consequently, a lot of latent talent goes undiscovered or inadequately nurtured to compete at all level of sports. This attitude makes the student to go to the extent of taking part time jobs after the college hours and thereby get attracted to lucrative measures than physiological development.. The concept of college sports is still not seen as an option in Indias education system. We lack coaches who can nurture and groom talent. Cricket continues to dominate Indias sporting landscape. Sports other than cricket isn't given much weight as a career option, because neither they appear neither financially lucrative nor glamorous. Students Approach: Some students take undue advantage of their practice sessions and remain away from their classes. But the popular belief of disinterest created by sports is mind set of the faculty. These above said factors have been a hindrance and the college strives hard to comply with their basic needs and sports need. The motivation process is done by the students in sports committee and by the management in honouring through laurels on the sports Day Celebrations. BEST PRACTICE 2: TITLE OF THE PRACTICE: REMEDIAL COACHING FOR SLOW LEARNERS 7.2.1.2. OBJECTIVE OF THE PRACTICE: Main purpose is to enhance the learning interest and motivate the students to understand the subject and increase the performance level. THE CONTEXT A moderate number of students fail in the examinations. Some of them have completed their graduation with low marks. Lack of foundation in mathematics and English have resulted in poor results in program. Hence there was a need to identify the slow learners and provide them remedial courses. This practice was introduced to raise the academic performance of the slow learners. The reasons identified were: lack of basic knowledge, lack of motivation and failure to understand the sound system of the foreign languages. Since many of them do not have enough basic knowledge, they find it difficult to grasp the lessons. Such students were identified and given additional classes, using various methods. THE PRACTICE Remedial coaching is done at in various levels in the campus. Remedial classes are conducted regularly after the college hours to help the needy students. Based on their performance in the test, the students are identified and imparted additional coaching. It consists of identifying the slow learners and helping them with additional classes. Once some students are identified as slow learners, the Class in charge arranges for remedial classes. He/she suggests to these slow learners to attend the same positively. A few additional classes are also given to these students. They are also given some simple assignments to ensure that they understand the basic concepts. EVIDENCE OF SUCCESS The pass percentage has been rising gradually. The students acquire more knowledge in the subject through these extra classes which help them to face the exams confidently and score well. This in turn enhances the learning outcome. Some of them have passed their degree in their second attempt. Many of them had poor results in the weekly tests conducted in the beginning of the semester and a formidable improvement is derived. All this proves that the practice of remedial coaching our college is successful. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED The main issue in implementing this practice was the identification of weak learners. Students may score poorly in the first tests for various reasons, including the stress they face as they enter a new institute. However, we introduce weekly test to identify the weaker ones. Another serious issue was finding time for managing these additional classes. This issue still remains to some extent.

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

<http://sivet.in/wp-content/uploads/2020/02/7.2.1-TWO-BEST-PRACTICES-1.docx>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and

Education: For the down trodden sect and the Poor. The College caters to the educational needs of the poor and downtrodden sector for the past 53 years with very low fees. In the Current Educational Scenario, the College views Education as a service to mankind. The college collects a nominal fee based on merit and financial condition of the students in the self finance stream while it sticks to the government orders for the aided students. The College concentrates on discipline, spiritual nourishment and all round development of students. Most of the students come from the lower income group strata and hail from remote villages/ hinter lands. Off late the focus on employability is shifting its attention from academic content and skills toward the more generic and transferable things such as teamwork, communication skills, leadership, and setting priorities to their own and society's socio-economic well-being. The inter-generational cycles of poverty is broken by the college in giving higher education to especially women students by making the college a co educational institution since 1997. The college motif works across relevant areas which include education, health, youth, skills development, technology and women's economic empowerment. In short, is to form a full cycle of quality education with relevant knowledge and skills. Besides results the Stress for English communication skills development classes, Special English remedial classes and Mock Placement interviews are done. Free text book notebooks has been given to the students for the past 10 years. The staff even come forward to pay their tuition fees and exam fees. Meritorious students guide the slow learners and buddy system is evolved to look after all their aspects. Proctor system has helped the students to overcome their predicaments to an extent and face the society with confidence. The college works towards the supportive system for young women from the downtrodden sect in their transitions into adulthood and the labour market, and to fully participate in society Women students are taught with safety factors and provisional arrangement of food and shelter is given whenever needed. Subsidised food is given to the girl students in the womens hostel irrespective of the area from which they hail from. Nutrition programs and intimate feminine problems are given a stress through dietitians and medical therapists The success rate can be claimed in a manner that the college has been responsible to give higher education to the first generation learners and the veritable poor for the past 53 years in and around its precincts. Problems encountered might be trivial but the real effect on the poor is that they prefer part time jobs and small perks to be attractive. They prefer it over their educational degrees to which they are admitted. The net result of this temporary satisfied economy in them leads to frequent absenteeism. They fail to realise the essence of a dignified living with a good salary and education.

Provide the weblink of the institution

<http://sivet.in/wp-content/uploads/2020/02/7.3.1-PERFORMANCE-DETAILS-DISTINCTIVE-1.docx>

8.Future Plans of Actions for Next Academic Year

1. Increase the awareness of being regular to students through respective head of the departments.
2. Every effort is being taken to inculcate a sense of National integration in the minds of students.
- 3.Steps to be taken further to identify weak students and give a proper counselling.
4. Create more gender sensitisation.
5. Create a full proof database of students and digitally monitor them.
6. Upgradation of computer facilities.
7. To increase the books and journals in the library.
8. Increase ecological and social awareness among students by conducting campaigns.