



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

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

2. Institutional Status																			
Affiliated / Constituent		Affiliated																	
Type of Institution		Co-education																	
Location		Semi-urban																	
Financial Status		state																	
Name of the IQAC co-ordinator/Director		Lt.S.Ravi Balan																	
Phone no/Alternate Phone no.		04422780777																	
Mobile no.		9444342041																	
Registered Email		sivetcollegeiqac@gmail.com																	
Alternate Email		sraba45@gmail.com																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		<a href="http://sivet.in/annual-report/">http://sivet.in/annual-report/</a>																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://sivet.in/wp-content/uploads/2020/02/ACADEMIC CALENDAR 2017- 2018-converted.pdf">http://sivet.in/wp-content/uploads/2020/02/ACADEMIC CALENDAR 2017- 2018-converted.pdf</a>																	
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)

• Curriculum • Teaching and Learning • Examination and Evaluation • Research and Development

[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
Curriculum	Teachers are motivated to participate in curriculum framing exercise by being part of BOS and syllabus committee members Certificate, Short term and value added courses are designed by faculty. Learning experiences are enhanced by use of ICT tools.
Teaching and Learning	To strengthen overall teaching learning many departments have active

associations which conduct programs (seminar, presentations etc.) on weekly basis. Many programs (additional practical, demonstration experiments, Science Mela, student projects, workshops) were organized using College trust funds to enhance UG teaching.

**Examination and Evaluation**

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 is 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.

**Research and Development**

UG students are encouraged to taste the research flavour at department level as operational research in the corporate secretary ship department and as assignments in other departments Research based Seminar and Conference are organized by the college.

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<p><b>14. Whether AQAR was placed before statutory body ?</b></p>	<p>No</p>
<p><b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b></p>	<p>No</p>
<p><b>16. Whether institutional data submitted to AISHE:</b></p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2020</p>
<p>Date of Submission</p>	<p>02-Jan-2020</p>
<p><b>17. Does the Institution have Management Information System ?</b></p>	<p>Yes</p>
<p>If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)</p>	<p>Proper education planning requires qualitative quantitative information. List of modules currently operational in the management information system are: • Student admission details category/caste wise/ course and combination wise in the college. • Student result details Combination wise, year wise. • Faculty and Staff</p>

information personal service, academic related information • Workload details of the individual and particular subject . • Class work management - the details of the faculty who have not engaged classes as per timetable with reasons , If any • Information on special classes conducted by faculty. All Fees are paid online in the bank. Likewise fees for University Examination and Add on courses are also remitted online. SMS through notification gateway is sent to parents regarding low attendance and academic performance etc. (Fullfledged in the Self finance stream and yet to be implemented in the aided stream.) Students have been asked to evaluate teachers and outcomes are evaluated, analyzed and computed.( A recent Initiative)

## 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

Revision and up-gradation of the syllabi can done only at the University level for affiliated colleges. The college has an effective documentation in its curriculum delivery. At the commencement of each academic year, every faculty member of the department is provided with individual time plans and reading lists for each course. These course or program plan is informed to the students in the classrooms. These time plans explicitly informs of what portion of the curriculum will be delivered within the given stipulated time of frame. These time plans are also preserved each year as documentation. Besides, traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations and audio-visual support are all available to make the delivery of the curriculum interesting for the students. In the English department bridge courses or supplementary courses are held in order to make the curriculum delivery more holistic and effective. Tutorials are held and participative learning is encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education. Proper planning, developing, checking and analysing process is followed for the effective implementation of the curriculum and efficacious content delivery. Many faculty members of the institute actively participate in the syllabus revision in Board meetings held at the University level. A feedback mechanism is adopted to solicit constructive inputs from the stake holders, helping to enrich the content delivery. The student-centric methods adopted in teaching learning process, boosts interactive, participative and experimental learning, coupled with co-curricular and extracurricular activities. The students for internship/project program, get an opportunity to interact with industry personnel's and learn the application of their knowledge gained during college studies. It also helps them to develop corporate ethics to get fused into the industrial environment. Expert lectures, Workshops, Industrial Visits, study tour, class seminars and discussion are regularly

organized to improvise the learning process.

#### 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
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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#### 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
<b>No Data Entered/Not Applicable !!!</b>		

#### 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
<b>No Data Entered/Not Applicable !!!</b>		
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#### 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	16
BCom	Corporate Secretaryship	61
MSc	Mathematics	25
BBA	Business Administration(SF)	113
MBA	Management Studies(SF)	13
BCom	Corporate Secretaryship(SF)	51
BCom	Information Systems and Management(SF)	41
BSc	Visual Communication(SF)	23
<a href="#">View File</a>		

### 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
<b>No Data Entered/Not Applicable !!!</b>

## 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
MCom	General	40	31	22
MSc	Mathematics	25	57	25
BSc	Zoology	50	98	47
BSc	Chemistry	50	149	50
BSc	Physics	50	155	47
BSc	Mathematics	50	152	50
BA	Economics	60	303	58
BA	Historical Studies	60	109	56
BCom	Corporate Secretaryship	70	206	69
BCom	General	70	556	71

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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
2017	3390	143	99	0	26

### 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

125	87	312	12	1	8
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Mentoring Activities: 1. Each class has a class-advisor/ 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 practical in-charge. 3. College conducts induction program for 1st year students on the following topics - - Introduction of college - Various activities conducted 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. Students in the 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. 7. Competitive examination guidance and theoretical explanation classes are given. 8. Through various departments, students are sent for Internship. (E.g. Corporate Secretary ship, Commerce, Business Administration, Banking Finance). 9. Staff motivates and sends students for students meet in various Research Institutes. 10. Management and some faculty give support in the form of finance, books, and notes bank facilities to the needy students. 11. 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
3533	125	28

## 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
147	121	26	7	39

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
<b>No Data Entered/Not Applicable !!!</b>			
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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
MSc	Mathematics	II/IV	05/05/2018	26/06/2018
MCom	General	II/VI	05/05/2018	26/06/2018
BSc	Zoology	II/VI/VI	05/05/2018	26/06/2018
BSc	Chemistry	II/VI/VI	05/05/2018	26/06/2018
BSc	Physics	II/VI/VI	05/05/2018	26/06/2018
BSc	Mathematics	II/VI/VI	05/05/2018	26/06/2018



BCom	Corporate Secretaryship	II/VI/VI	05/05/2018	26/06/2018
BCom	General	II/VI/VI	05/05/2018	26/06/2018
BA	Economics	II/VI/VI	05/05/2018	26/06/2018
BA	Historical Studies	II/IV/VI	05/05/2018	26/06/2018
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

University of Madras has prescribed guidelines is conducting the examinations smoothly. To attain efficacy the Chief Superintendent would be the principal and with its members for conducting the Examinations. They take and make policy decisions in regard to organizing examinations, improving the systems of examinations, centralized Continuous Internal Evaluation (CIE) System to assess student's development in both the semesters. The college in turn instructs the Heads on the conduction of the CIE and its evaluation process. Exam department inform to students the examination pattern, schedule and regulations in the Academic Calendar with CIA Exam dates. The schedule is also displayed in the Department Notice Board. Result Analysis is done by the subject handler after CIA Test. The Principal conducts department wise Review Meetings to give necessary feedback for the improvement of students' performance. Whenever necessary, the class in charge shall recommend the visit of the parent to the college for discussion about their wards. Remedial Classes are conducted for the slow learners and absentees based on their performance in the internal tests. Assessments of group discussions, seminars, assignments and periodically held through written tests to know the performance of the students and to take remedial measure, if needed. Supplementary or re - examinations are conducted for the long absentees based on the recommendation given by their respective heads. .

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

Academic calendar is issued in the beginning of each year and it instills inquisitiveness amidst staff and students. It also list outs the public and the national holidays under NI Act .The calendar expatiates the norms prescribed by the University of Madras - Examination pattern , Rules and Regulations regarding attendance ,division of marks given for the internal exams the dates of internal exam. Besides it also mentions the reopening and closing date of each semester (Even Odd).The calendar gives copious details about the name of the staff in each department and the active committees present during the academic year.

### 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-3.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	40	12	30
AD	BA	Economics	40	17	43
BPZ	BCom	General	67	48	72
CYA	BCom	Corporate Secretaryship	58	32	55
SAM	BSc	Mathematics	46	21	46
SAR	BSc	Physics	33	18	55
SAD	BSc	Chemistry	34	11	32
TAE	BSc	Zoology	25	17	68
KDA	MCom	General	19	17	89
MCF	MSc	Mathematics	24	19	79
<a href="#">View File</a>					

## 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)

<a href="#">NA</a>
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## 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
<b>No Data Entered/Not Applicable !!!</b>				
<b>No file uploaded.</b>				

### 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
<b>No Data Entered/Not Applicable !!!</b>		

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
<b>No Data Entered/Not Applicable !!!</b>				
<b>No file uploaded.</b>				

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
<b>No Data Entered/Not Applicable !!!</b>					
<b>No file uploaded.</b>					

### 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	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	Economics	3	3.26
International	Commerce	4	5.32
International	Mathematics	25	3.12
International	Physical Education	2	4.53
International	English(SF)	1	3.12

[View File](#)

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
History	1
B.Com Corporate Secretaryship	1
B.Com Information Systems and Management	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
Connections between Certain Subclasses of Analytic Univalent Functions Based on Operators	Dr.T.V. SUDHARSAN, Dr. R. EZHILARASI	Journal of Complex Analysis	2017	0	S.I.V.E.T. COLLEGE	0

[View File](#)

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
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Connections between Certain Subclasses of Analytic Univalent Functions Based on Operators	Dr.T.V. Sudharsan	Journal of Complex Analysis	2017	5	0	S.I.V.E.T. COLLEGE
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	17	17	2	3
<a href="#">View File</a>				

### 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
Standathon Rally for Rivers	Isha, YMCA and NCC, DTE, TN, P AN	0	10
Tree Plantation	Lions Club, Environment Club, S.I.V.E.T, NCC	6	239
Blood Donation Camp	Rotary Club of Madras Pallava, Blood Banks of Government Hospital, Royapettah and Kilpauk	4	217
International Day of Yoga	6/1 TN BN NCC, NCC Gp HQ MS A	1	63
International Day against Drug abuse and illicit trafficking	NSS Sub unit S.I.V.E. Trust	1	100
Rally on Anti arrack	Inter Collegiate Prayer Fellowship, Kerala(NGO)	3	300
<a href="#">View File</a>			

#### 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

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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
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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
Dranzer Technovation LLP, Chennai	02/04/2018	Personality Development, Soft Skills	0
<a href="#">View File</a>			

## 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
65	64.32

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

Seminar Halls	Existing
Seminar halls with ICT facilities	Newly Added
Others	Existing
Others	Existing
No file uploaded.	

#### 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 LMS	Partially	own	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	46756	2968474	177	40700	46933	3009174
Text Books	17051	3894080	300	44775	17351	3938855
Journals	0	0	5	10100	5	10100
Journals	10	22150	0	0	10	22150
e-Books	81000	0	0	0	81000	0
e-Journals	12000	0	0	0	12000	0
<a href="#">View File</a>						

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
<b>No Data Entered/Not Applicable !!!</b>			
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 (MBPS/GBPS)	Others
Existing	253	2	1	0	1	2	0	2	0
Added	0	0	0	0	0	0	0	0	0
Total	253	2	1	0	1	2	0	2	0

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

0 MBPS/ GBPS
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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
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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
35	35.07	65	64.32

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)

The College ensures the availability of latest equipment and up-to-date infrastructure in the institution. There is a systematic procedure for the purchase as well as maintenance of these infrastructural facilities including all sorts of equipment. First the proposal is submitted to the principal by the heads of the departments. The office superintendent, based on the permission given by the principal forwards it for evaluation which is normally done by the Secretary of the college. It must get the approval in the college committee and then quotations are invited. After the approval of the management the required item is purchased and entered in the stock register. At the end of each financial year, stock verification is done by the college committee. The same process is done for repair and work efficiency. The internal audit is finally placed before the Trust committee and eventually gets approved from an external auditor- Mr.Sundar and Chartered Accountants. Besides, the college has an occasional external audit done by the Joint Directorate of collegiate Education, Tamilnadu. The College management has appointed an estate officer to regularly monitor and supervise the available infrastructure to ensure its upkeep, repair and other maintenances involved. We also have Assistant and Associate Professors as in charges of Computer Centre, Library, Laboratory and lab assistants who look after the maintenance of their respective labs. We have Central Library along with Departmental libraries. Central library is regularly monitored and the condition of the library stock, maintenance of rare books, collection, issue and maintenance of the books is maintained in the register formats. Library cards are issued to the students. Librarians of both the aided and self-finance monitor all the purchase and issuance of books to the Departments. Department Libraries are totally under the direct supervision of the respective Heads of Department. The College also conducts academic audit by the respective heads and then it's submitted to the principal. Based on the result analysis and reasoned out output, students from the downtrodden sect receive freebies in the form of textbooks for their respective semesters. The required fund is also presented to the management as a prerequisite for the improving of results. The Sports department is very active and encourages students to participate in various sports activities, along with training and coordinating various sports activities in the college. The physical director maintains records of the stock, funds, and maintenance register, and inventory and activity reports. We have men from security agency for round the clock security of the infrastructure of the college. Day to day maintenance is ensured by the 18 support staff for the cleanliness, hygiene and sanitation. The equipment like generators, water motor pumps, water purifiers and water coolers, computers and its related peripherals are also taken care of either by AMC or by time to time inspection.

<http://sivet.in/wp-content/uploads/2020/02/Procedures-and-Policies.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	116	66250
Financial Support from Other Sources			
a) National	NA	0	0
b) International	NA	0	0
<a href="#">View File</a>			

### 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 implementation	Number of students enrolled	Agencies involved
Importance of Sports	10/07/2017	46	Staff
Activity Based Learning	21/02/2018	46	Staff
<a href="#">View File</a>			

### 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
<b>No Data Entered/Not Applicable !!!</b>					
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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2018	1	BSc	Physics	SDNB Vaishnav College	MSc Physics
2018	1	BSc	Visual Communication	Madras Christian College	MA Mass Communication
2018	4	BSc	Visual Communication	New Prince Shri Bhavani College of Engineering and Technology	MCA
2018	3	BSc	Computer Science	New Prince Shri Bhavani College of Engineering and Technology	MCA
2018	1	BSc	Zoology	Presidency College	MSc Zoology
2018	1	BSc	Chemistry	Abdul Rahman University	MSc Chemistry
2018	1	BSc	Chemistry	IPET, Guindy	MSc Polymer Chemistry
2018	1	BCom	General	ICMA	CMA
2018	1	BCom	General	SIRC-ICAI	IPCC-Inter
2018	1	M.Phil	Commerce	SRM University	Ph.D Full Time

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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
<b>No Data Entered/Not Applicable !!!</b>	
No file uploaded.	

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

Activity	Level	Number of Participants
Cricket	Inter Collegiate	256
Sports Day Competition	Inter Department	650
Table Tennis (WOMEN)	Inter Collegiate	30
Table Tennis (MEN)	Inter Collegiate	35
Badminton (WOMEN)	Inter Collegiate	189
Table Tennis (WOMEN)	Inter Collegiate	40
Table Tennis (MEN)	Inter Collegiate	40

Chess (MEN)	Inter Collegiate	78
Cricket (MEN)	Inter Collegiate	240
<a href="#">View File</a>		

### 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
<b>No Data Entered/Not Applicable !!!</b>						
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 :

0

## 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)

The management authorities regularly undertake the review of working of the college in its Board meeting and College committee meeting. The Necessary guidance and directives are issued through these meetings. Periodical reviews are undertaken by the management. There is a good support from the management relating to the implementation of the objectives specially designed to attain quality teaching and learning aspects of the college. The concentration is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is attained by regular meetings of department, of the staff member conducted by the principal from time to time.

The staff receives motivation and support for all the activities from the management. The participation of students in Sports, NSS, NCC, extracurricular activities is encouraged in order to attain overall development of students. PG students of commerce also prepare projects and the faculty members of these departments assist and guide the students in undertaking the research work. The students are promoted to actively participate in Inter collegiate competitions.

The college plans for all such implementations through all its academic calendars and the regular feedback from the students and the staff members also. Thus the role of management is very positive and the aim of providing best possible education for attaining academic excellence within the given limitations is note worthy.

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
Library, ICT and Physical Infrastructure / Instrumentation	Our college library has sufficient number of books and journals. The library maintains separate books and journals to cater towards research activities for research scholars. In addition the library has a range of videos, DVDs CD-roms, online databases and electronic resources including e-journals, Online reading list facilitates access to key reading in digital format. Books that include are UGC, NET, SLET, UPSC, etc. These books are used by both the faculty and the students for programmes organized by UGC. In addition to that our college Secretary has introduced Book bank facility to poor students (900)from the academic year 2015-16 and every year students are issued textbooks for all subjects worth of 2 lakhs. We have indoor auditorium, new library, additional floors in the MBA block and compound wall for girl's hostel etc
Research and Development	Research and development is an

important tool to develop idea and convert ideas into products or strategies for development. The college also offers full time M.phil part time Ph.D programme in the Department of Commerce and Department of Mathematics. Annually in Commerce 6 students are admitted and 8 students in Mathematics Department. At present Economics Department also offers part-time Ph.D to research scholars. In the year 2017-18, 1 Ph.D was awarded in the Department of Mathematics.

**Examination and Evaluation**

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 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
<p>Planning and Development</p>	<p>E-governance system at the College level paves way for transparency and accuracy. Even though the college is in the developing status 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 very place of need.</p>
<p>Finance and Accounts</p>	<p>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. The college conducts regular audit of annual books of accounts is done 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.</p>
<p>Student Admission and Support</p>	<p>The college has an admission system which allows the student to take</p>

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
<b>No Data Entered/Not Applicable !!!</b>				
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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)
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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	09/11/2017	29/11/2017	21
Refresher Course	2	07/11/2017	27/11/2017	21
Refresher Course	2	10/11/2017	30/11/2017	21
Orientation Course	1	16/08/2017	12/09/2017	28

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	7	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Personal loans and vehicle loans from the banks and the Teachers Guild Cooperative Society Limited. SLET and NET Coaching Provident Contribution by the Management Sports Training Concession for Staff Children	Provident Contribution by the Management One month Salary advance without interest Free admission to courses for wards	Scholarship for BC, MBC, SCST by the Government of Tamil Nadu. Counselling for the 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) 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 in the Board Meeting. **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
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6.4.3 – Total corpus fund generated

0
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## 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)

Parent teachers meeting was done as just a verbal interaction during all the previous years. Under the auspices of IQAC, it has shown a marginal response in the visit of parents to the college through parents teachers meeting. Based on the performance of the students in the internal assessment, attendance in their classes, laboratory hours and the university examination, the parents are called for the meeting to meet the respective class in- charge . Records are maintained and sent for scrutinisation to the head of the Department. He / She in turn instructs the class in-charge to call their parents on a particular day. They are provided with suggestive measures towards improvement and need for a progression of their wards.

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.
- Courses on Accounts such as Tally is introduced to them.

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

1.Herbal garden The go green and eco centric living of the modern world has also given way for the culturing of an herbal garden. The herbal garden is created amidst the buildings which gives a sense of relaxation. Though the college is situated amidst a sylvan serene atmosphere where even a disturbed mind can go for rest (forest), the need to grow herbs and alleviate the use of allopathic is in the back drop. Herbs such as Hibiscus, Thulasi, basil, ponnankanni, karpooravalli, murungai, pirandai etc. This garden is maintained by a separate gardener appointed by the management. The environ club through the guidance of the Botany head have brought and planted saplings of a greater value from both private and governmentnurseries. 2.Counselling The counselling for the deprived, affected and misfits have been taken up by the college through three different cells. They are the women grievance redressal cell, women students in charge cell and a ragging redressal committee. These cells call for trained counsellors to give counselling and sensitize the gender equations. The counselors are doctors, psychologists and persons from the women emancipation forum. The boys are guided, goaded and molded for the society



through the disciplinary committee, heads of the major department, and the principal. The IQAC has given necessary instructions to Heads, student counselling committee, placement cell and women counselling cell to look after their respective allotted work and submit quarterly reports for further suggestion. The guidance cell comprises of a resource from the psychology department with two management authorities and the class in-charge Department heads have been monitoring the progression of the students through internal and class tests. Poor performers were made to study more through remedial classes and parents are informed about their progression. Late comers and long absentees have been informed to bring their parents in person. On arrival if family predicaments found, it's asked to be sought out. But academic and discipline wise necessary precautionary actions are taken. Any student who is identified to be disturbed in his/her academics both psychologically and economically is assisted. Besides, economically poor students are assisted by the staff in the form of paying exam fees, hostel fees etc. 3. Computer Knowledge The role of computers and its modern day use is stressed upon to the students. Despite the lap tops as freebies from the state government, the college has opted for a syllabus on computing skills as an elective paper. A computer center with 25 computers, network facility and 10 KV separate UPS are bought for the utilization of students on computing skills. An estimated amount of nine lakhs was from the UGC and the management to meet out the installation and maintenance charges generously granted rest of the four lakhs. A high profile Computer Lab with 100 Computers, Network facilities and 40 KVA Separate uninterrupted Power System.

#### 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
<b>No Data Entered/Not Applicable !!!</b>					
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
<b>No Data Entered/Not Applicable !!!</b>				

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
<p>Initiatives taken by the institution to make the campus eco-friendly The following are the initiatives undertaken by the institutions to make the campus eco-friendly: ? Solar lamp posts are erected to light the campus during night, it is an automated project. ? RO water supply with capacity 400 Litres per Hour (pure and safe). ? Herbal garden, check dam, tree conservation projects are</p>

underway. ? Natural surrounding is a blessing to college. It is located on the foothill of a hillock and engulfed by reserve forest. ? Horticulture, gardening with flowers, preserving and removing the shrubs periodically are in the highlights. ? Pollution free ambience and effluent treatment plants have found its way in the campus. ? Solar UPS of 5 kilowatt Ampere in office room.

### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Rest Rooms	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
International Yoga Day	20/06/2017	20/06/2017	150
<a href="#">View File</a>			

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

Plastic Free Campus Tree Plantation with NGOs Herbal Garden Solid Waste Management Solar Lighting
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## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

SACS (S)ocial( A)wareness and (C)ommunity( S)ervices- Objective: Students with strong social awareness can more easily adapt to their environment, engage in constructive communication with their peers and resolve conflicts when they arise. They are less prone to emotional distress and are less likely to engage in risk behaviors, such as drug use and aggression that interfere with educational success. Practice: The college practices National Cadet Corps, National Service Scheme and Youth Red cross towards the social awareness promotion. National Cadet Corps: Objective: Unity and Discipline Roles: The NCC, in many ways, as stated, is a 'silent revolution' committed to the empowerment of youth and making invaluable contributions towards nation building and security in a substantial measure. Though the curriculum broadly includes military training, adventure training and personality development, Civic training encompasses the conduct of awareness rallies in the form of

march and cycle expedition with themes on hygiene and sanitation, Adult Education, Blood donation, Anti Dowry Rally, Anti Female Infanticide pledge, visit to old age homes , slum clearance ,child labour, Aids ,Swachch Bharat, Road Safety, environment protection through tree plantation programmes, assistance during disasters and natural calamities and at time even to the adoption of villages. Evidence of Success: The college was successful in getting a girls unit under the mixed battalion concept. Extension Activities with GO/ NGO and program such as Swatch Bharat, AIDS Awareness, Gender Issues.

TITLE OF THE ACTIVITIES ORGANISING UNIT/AGENCY/ COLLAGORATING AGENCY NUMBER OF TEACHERS CO-ORDINATED IN SUCH AVTIVITIES NUMBER OF STUDENTS PARTICIPATED IN SUCH ACTIVITIES

International Day of Yoga Madras Christian College, Tambaram ANO 50 International day against Drug Abuse Illicit Trafficking NCC Gp HQ Ms 'A' -- 10 Blood Donation camp Rotary Club of Madras Pallava ANO 14 200 IDC at CM Rally, Marina NCC Gp HQ Ms A B with Department of Tamil Nadu Police -- 10 IDC at S.I.V.E.T. College 6th Coy, 1TN BN NCC NSS S.I.V.E.Trust ANO 39 91 99 Wipro Marathon NCC GP HQ Ms 'A' S.I.V.E.T. College -- 5 RDC at S.I.V.E.T. College 6th Coy, 1TN BN NCC NSS S.I.V.E.Trust ANO 29 77 100 Rally against Pollution and Food Wastage 6th Coy, 1 TN BN NCC S.I.V.E.T. College ANO 2 50

Problems faced by NCC: 1. Most of the X Box generation feels that its just a waste of time and with pressing curriculum and administrative difficulties it's hard to spare time for it. 2. The younger generation is certainly more tech savvy. 3. They don't wish for a rigorous physical as well as disciplined practice 4. Many lack focus and commitment, and are made to incline towards Academics. 5. Most are indifferent towards social or community causes and issues. Motivating youth to become engines of change is a challenge.

NATIONAL SERVICE SCHEME: The Practice: The College inspires students for becoming aware of the very concept of "community services" theoretically and motivate them towards bringing them into practice. Activities like the Rally on Aids awareness and the seminar-talks on, AIDS awareness Programme, Cancer Awareness Programme, Tobacco Control Programme etc. are in keeping with the interests of the community at large. Theoretical awareness is a prelude to practical field based works. The Blood-Donation Camps organized every year by NCC and NSS see a good many number of students volunteering. Conferences and talks on social issues also have strong roles to enhance community interests. Some of the very inspiring Community Services rendered by the Students are: (a) CampusCleaning operations (b) Assistance given by the students at flood-affected areas. (d) Role played by the students to help the residents of the camp adopted villages, particularly in cleaning and desilting of nearby lakes for future irrigational purposes. Evidence of Success:

TITLE OF THE ACTIVITIES ORGANISING UNIT/AGENCY/ COLLAGORATING AGENCY NUMBER OF TEACHERS CO-ORDINATED IN SUCH AVTIVITIES NUMBER OF STUDENTS PARTICIPATED IN SUCH ACTIVITIES

Blood donation Camp Rotary club of Madras Pallava 30 200 Oratorical, Essay writing and poetry writing competitions MUGAVARI School of optometry and Vision care centre, Medavakkam, Chennai -100 200 World Marsh land Elocution Competition Forest Department Pallikaranai 1 50 Two - day workshop in Peace Education and leadership training programme Gandhi Peace foundations , chennai and Rajiv Gandhi National Institute of Youth Development 5 20 Special camp NSS -University of Madras 3 150 Enviro club - world forest day UGC 5 300 Citizen Consumer Club seminar on Human rights UGC 5 300

Problems Encountered and Resources Required: 1. Due to the newly introduced CBCS pattern in University curriculum, there is a huge academic pressure which students need to shoulder within a very short time-span. Thus, keeping proper motivation for services beyond the curriculum is often challenging task. 2. Involvement of teachers in enhancing the spirit of community work is not encouraged. SOSFTS (SO)ARING (F)rom (S)hy (T)o (S)ky Objective: In accordance to the UNESCO's motto "Her education, Our Future" The first and foremost point for the Women Force to be highly operative and effective is through the field of Education and thereby improving the Human Resource of a country. Education serves as a platform to communities to turn around their lives. If any member

of a family is educated, especially women, it can help coming generations to break the inter-generational cycles of poverty. It's the women force which binds together for a round character. The college ensures that young women benefit from a full cycle of quality education with relevant knowledge and skills. It aims to support young women in their transitions into adulthood and the labour market, and to fully participate in society. It also provides facilities in increasing the gender sensitivity by providing facilities to them. The objective has got fruition by the gradual increase in number of women students getting admitted. First generation women learners and single parent brought up women students find the college to be a place to be haven in the development of their self, socio-economic background, educational success and financial fulfillment. Evidence of Success:

- Women students have secured university ranks.
- Many women students have gone to pursue their higher education or more to stress is the to the field of Law.
- Women students have been encouraged to remove the gender fear and be treated at par with the opposite sex.
- Women students have volunteered to exhibit excel their skills in the fields of socio cultural activities.
- The mixed battalion concept in NCC has also helped the girl students to show their might and mane at various camps both at the state and national level.
- The College has now a good intake of girl students from the surrounding areas despite being a co-educational institution .
- Parents prefer to admit their wards based on the fee structure, cultural heritage and safety norms practiced by the college.
- The college has a highly proportionate ratio of Women staff.

**Common Room for Women:**  
Provisions have been made for girls to study and relax in their Room. **Washroom:** Separate washrooms for lady staff and women students are located at five different places in the college with ample supply of water, regular cleaning and up keep.

- A separate section is reserved for girl students during the rush hours in the canteen.
- Standard quality Sanitary Pad Vending Machine is easily accessible on the ground floor washroom for girls in case of emergency.

**Health Camp** is organized for women students every year to determine their Blood Group, Haemoglobin, Blood Pressure and Intimate feminine problems.

- The College has Anti-Ragging and Discipline Committees to look after the matters related to ragging and in maintaining discipline. Students in distress owing to ragging related incidents can contact these committees. Disciplining aspects are done to mold them.
- College provides personal counselling for girls regarding their studies, health, family problem, defaulter attendance issues, relationship problems and any other distractions affecting their academic performance.
- Women Cell organizes various expert lectures on women empowerment and development by experts in the field to make them aware of their privileges and duties.
- POSH ( Prevention of Sexual Harrassment) Sexual violence, harassment and discrimination is curbed at all levels and counselling is done. Security on every floor:-Security CCTV is present on every floor to take care of laboratories and classrooms, robbery and mishaps on the floor during college hours. Female faculty members are encouraged to accompany girl students during Industrial Visits to provide safety and security as well as provide a mentor. Women's Hostel is secured and guarded by separate Security Staff, CCTV and 3 Female faculty are deputed as wardens.

**Problems encountered:**  
Women students take up part time jobs for a meager salary. Their rural background pushes them to get married. They find themselves to be with a satisfied with socio religious tenets to run the life. It is very difficult to convince the girls to attend the counselling sessions. Women students are taken away by the new found freedom and forget their safety compliances given by the college.

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-3.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 thrust in not more than 500 words

7.3.1 Details of the performance of the institutions in one area distinctive to its visions, priority and thrust 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-3.docx>

### 8.Future Plans of Actions for Next Academic Year

1. Alumni Association must be registered to get funding for various projects. 2. Student feedback (in the prescribed format) to be collected by the Heads of the Department on every subject handlers during the middle of the every semester. Filled in forms may be sent for scrutiny and suggestion to the Principal. A consolidated copy to be submitted in the IQAC. 3. Department progress review must be done by the Heads on a monthly basis and a separate copy to be submitted

to the IQAC Cell. 4. Proctors system must be created. 5. All the Professors (irrespective of their Departments) must question the absence of the identity card of the students and their tidiness - as mentioned in the college calendar - inside the classes. 6. RD projects to be taken by the research Departments.