



YEARLY STATUS REPORT - 2023-2024

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. R. SARAVANAN
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04422780777
• Mobile no	09444958529
• Registered e-mail	sivet.college@gmail.com
• Alternate e-mail	principal@sivet.in
• Address	VELACHERY MAIN ROAD GOWRIVAKKAM
• City/Town	CHENNAI
• State/UT	TAMILNADU
• Pin Code	600073
2.Institutional status	

• Affiliated /Constituent	Affiliated				
• Type of Institution	Co-education				
• Location	Semi-Urban				
• Financial Status	UGC 2f and 12 (B)				
• Name of the Affiliating University	UNIVERSITY OF MADRAS				
• Name of the IQAC Coordinator	Dr .A .CHITRA				
• Phone No.	04422780777				
• Alternate phone No.	04422780037				
• Mobile	9952048900				
• IQAC e-mail address	iqacsivet@gmail.com				
• Alternate Email address	chitraa@sivet.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sivet.in/wp-content/uploads/2024/11/IQAC-AQAR-22-23.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sivet.in/wp-content/uploads/2025/02/AC-AIDED-AND-SF_merged.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	80.10	2005 2005 Validity to 21/09/2005 20/09/2010	21/09/2005	20/09/2010
6.Date of Establishment of IQAC				18/06/2007	
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	

NIL	NIL	NIL	NIL	NIL
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9.No. of IQAC meetings held during the year		2		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
Appeared second time for NIRF 2024 * National and International Conferences By PG Departments				
Promoted Bridge courses and certificate courses in departments				
To explore the talents of teaching staff and students, E- magazine published.				
Institution innovation council established and received One starrating for the first quarter of 2022-23 * Appeared second time for NIRF 2024				
Encourage the faculty members to participate in national, international conferences and seminars, workshops, short term courses and motivate them for research activities				
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year				
Plan of Action		Achievements/Outcomes		
To conduct the meeting at the beginning of each semester (Twice in a semester) to review academic policies for the effective implementation		All Departments Head conducted meeting to review academic policies		
To develop a monitoring system for quality assurance in teaching learning process		Dean Academic Affairs constitutes a committee to monitor quality assurance		

	in teaching learning process
To prepare a detailed Annual Quality Assurance Report (AQAR) at the end of the academic year and submit the same to Governing Body/University.	AQAR was prepared and successfully submitted
To organize Academic Activities defined by the Academic affairs	Academic Activities as planned are conducted by all departments
Preparation of list of faculty coordinator/conveners for various committees and cells, to plan the activities for the academic year	Participative Management List was prepared by the Principal and the information was circulated
Preparation of mentor and mentee list at the department level and distribution of mentoring registers along with guidelines to follow based on attendance, performance etc	Mentor Mentee was prepared at the department level
To organize the review /audit of all the academic activities by a team of internal experts and present the observation in the meeting of college council	Academic Audit was conducted by IQAC and presented report in the College Council
To prepare the Academic calendar of the Institute	Academic calendar of the Institute was prepared and uploaded in the website
Collection of teaching outcome feedback (course assessment) from students at the end of the semester	Feedback on teaching outcome was collected at the end of the year from students
Collection and compilation of self-appraisal forms from faculty members at the end of academic year	self-appraisal forms from Teaching staff were collected and processed for their promotion to next level

13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Council	31/01/2025

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	29/01/2025

15. Multidisciplinary / interdisciplinary

S.I.V.E.T. College is affiliated to University of Madras and followed structure implemented as university suggest. The College offers multidisciplinary and interdisciplinary courses to the students, allowing them to choose their subjects, courses, and programmes. The college aims at imparting an education that shall develop the intellectual, aesthetic, social, physical, emotional and moral values in students. Important days like International Yoga Day, International Women's Day, Environment Day, Road Awareness Programmes are to be celebrated and observed bringing together all the disciplines of the college. The admission process was streamlined and implemented. The science programme includes seven major courses with open electives. Students can choose from various electives in Humanities, Commerce, History and management that they find interesting to further enhance their learning experience. The college has an active Research, Entrepreneur and Innovation Cell to nurture research culture among the faculty members and students. "Environmental studies" has been made compulsory by the University of Madras in their regular curriculum that includes credit-based courses and projects in the areas of community engagement and service and environmental education towards the attainment of a holistic and multidisciplinary education. The institution has been offering several core elective, supporting elective and non-major elective courses that integrate topics from humanities and the sciences over the past decade. As these courses are offered under the choice based credit system, students can select courses in accordance with their area of interest. Opportunities for community engagement and service are being provided by way of extension activities for students. Further the institution has taken steps to introduce learning component in the UG curricula to ensure that all students are engaged in a project work through which they will gain awareness on the problems faced by the society and explore ways of applying their core knowledge to provide viable solutions. PG and Research departments provide opportunities for students to pursue multidisciplinary research activities through project work, internships and research.

16. Academic bank of credits (ABC):

ABC (UMIS) ID has been successfully opened by all year students of UG and PG level of the college as per the instructions of the university. This enables our students to enjoy the benefits of credit mobility and flexible learning pathways

17. Skill development:

To Contributing to nation-building and skills development of students, the Institute organizes various activities for the

development of soft skills, life skills, values, vocational guidance etc. Naan Mudhalvan scheme, initiated by the Government of Tamil Nadu, was introduced to S.I.V.E.T. College students in March 2023 to provide them with up-to-date information on courses and industry-specific skills, facilitating training in their chosen sectors to align with career aspirations. This flagship program enhances students' employability, allowing them to find jobs matching their skill sets. All the courses involved multiple assessment levels, with students completing the programs in May 2024. Skill Enhancement Courses (SEC) are already offered in all subjects as per the syllabi of the CBCS of the University of Madras. All students need to choose SECs in semesters 1,2,3 and 4. The college also encourages students for skill development by organizing many seminars/workshops regarding counselling sessions for placements, soft-skill development, yoga, chocolate, and jewellery making.

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

College is dedicated to preserving and promoting India's rich tapestry of languages, traditions, knowledge systems, and arts. Being an affiliated institution since Indian Knowledge system has not been included as part of the curriculum, we have organized more events related to Indian Knowledge system. We are implementing bilingual instruction (English and Tamil) to strengthen language skills and create a more inclusive learning environment. We collaborate with scholars and practitioners of traditional knowledge to deliver lectures and workshops, offering students first-hand engagement with these rich systems. We offer courses in, Music Vocal & Music Instrumental providing students with a platform to learn, practice, and appreciate these art forms. We organize events showcasing traditional Indian dance forms, cultural festivals, inviting artists and performers to share their talents with the college community. Further, Subjects like Corporate Governance, Ethics and Social Responsibility of Business, Human Rights and Value Education etc. in the curriculum of various programmes inculcates cultural values in Indian tradition so that students imbibe value orientation

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

College is committed to implementing Outcome-Based Education (OBE), a student centric approach that aligns the entire learning experience with desired student outcomes. All programs displayed on University website has objectives and learning outcomes shown in their respective courses and in programs. Affiliated University has BOS (Board of Study) in which many faculties of our institute is part of it, which proper planning to design POS based on Outcome Based Education. OBE shifts the focus from teaching to student learning, ensuring students acquire the necessary skills and knowledge and allows for some element of student choice, catering to diverse learning styles and interests. Faculty members as a facilitator, are supporting students in achieving the course

outcomes. Teaching methods are chosen based on their effectiveness in achieving the defined learning outcomes. This might involve lectures, discussions, group projects, presentations, or case studies. Assessments are carefully defined to directly measure student achievement of the learning outcomes. This includes Assignments, Tests, practical projects, presentations, and seminars. Interactive learning activities are prioritized to encourage active student participation. We focus on student-centered learning aligned with clear learning outcomes, fostering the development of valuable skills and knowledge necessary for success beyond academics.

20.Distance education/online education:

The institute have employed digital platforms for engaging classes, conducting conferences, meetings etc. The classrooms have Interactive panel screens and Wi-Fi, which makes it easy for teachers to upload their lessons and materials and encourages them to do so. The college invests in building faculty expertise on various Information and Communication Technology (ICT) tools. Workshops and training sessions equip faculty with the skills to use online platforms like Google Meet and Zoom for interactive lectures and collaborative learning. · Faculties are encouraged to utilize Learning Management Systems to share course materials This fosters a more organized and accessible learning experience for students. Students can learn both theoretical and practical skills with the help of technology · The college promotes the development of a robust digital library, providing students with access to e-journals, e-books, and other online resources to supplement classroom learning.

Extended Profile

1.Programme

1.1	
Number of courses offered by the institution across all programs during the year	21

File Description	Documents
Data Template	View File

2.Student

2.1	
Number of students during the year	3913

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1425
File Description		Documents
Data Template		View File
2.3	Number of outgoing/ final year students during the year	1346
File Description		Documents
Data Template		View File
3.Academic		
3.1	Number of full time teachers during the year	121
File Description		Documents
Data Template		View File
3.2	Number of sanctioned posts during the year	143
File Description		Documents
Data Template		View File
4.Institution		
4.1	Total number of Classrooms and Seminar halls	79
4.2	Total expenditure excluding salary during the year (INR in lakhs)	10202995.51
4.3	Total number of computers on campus for academic purposes	289

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Our college adheres to a structured process for curriculum planning and implementation, ensuring that our programs are well-designed and effective. We receive curriculum guidelines from our affiliating university. From this academic year, we have adopted the TANSCHÉ programme's new model syllabus, ensuring our curriculum is contemporary and relevant. By adapting this process, we ensure that our curriculum is aligned with industry needs and university standards, providing our students with a high-quality education. The college adopts a CBCS framework, allowing students to choose elective courses. Elective Courses are chosen as Optional courses that allow students to specialize in a particular area. Skill-Based Courses are Courses that focus on developing practical skills, such as communication, teamwork, and problem-solving.

Teaching-Learning Process: Faculty members deliver courses using a variety of teaching methods using smart classrooms including lectures, discussions, group work, and projects. Macro and micro teaching record is maintained by the faculty and periodically monitored by the Head of the Department and Principal.

Revision and Update: The curriculum is revised and updated based on the feedback received and emerging trends in the discipline.

By following this curriculum planning process, colleges ensures that their programs are well-structured, relevant, and effective in achieving their learning objectives

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Continuous Internal Evaluation (CIE) is a systematic process of evaluating student learning outcomes throughout the semester. It involves regular assessments, feedback, and revision to ensure students meet the learning ability. To ensure students' academic progress and success, our college implements the following evaluation and monitoring processes. Evaluation of assignments, projects, and presentations to assess students' application of knowledge Monitoring of class participation and attendance to encourage active engagement. Involving students in peer assessment and self-assessment to foster critical thinking.

Assessment and Evaluation: Students are assessed and evaluated through a combination of continuous internal assessments and end-semester examinations.

Regular Review: The curriculum is reviewed regularly to ensure it remains relevant and effective.

A comprehensive academic calendar outlines CIA exam dates. Class-in-charges analyse results after every CIA test to identify areas of improvement. The principal monitors student performance and provides feedback to staff. The principal conducts department-wise review meetings to discuss student performance and improvement strategies. Parents/guardians are encouraged to monitor their wards' performance and take remedial measures when necessary. Special classes are conducted for slow learners, absentees, and students participating in extracurricular activities.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

21

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

Institutional data in prescribed format (Data Template)	View File
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1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

654

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution recognizes the importance of integrating cross-cutting issues into our academic programs for a holistic learning about environment, Gender Equality and Gender Sensitization, Human Values, Environmental and Ecological Protection and Sustainability. Professional Ethics for Inculcating values of integrity, accountability, and transparency in professional practices. Gender Equality and Sensitization to Promoting gender equality, dignity, and respect, and sensitizing students to the issues of gender-based discrimination.

Human Values for Fostering values of empathy, compassion, and social responsibility among students. Environmental and Ecological Protection to Educating students on sustainable practices, environmental conservation, and ecological preservation. Sustainability to Encouraging students to adopt sustainable lifestyles, reduce their carbon footprint, and contribute to environmental sustainability. To integrate these cross-cutting issues, in our academic programs as part of our curriculum we have value education and environmental studies for the students. Guest Lectures are organised to deliver lectures and conduct workshops on

these topics. Projects and Assignments are given in Encouraging students to work on projects and assignments that address these cross-cutting issues. Extracurricular Activities like Organizing events, campaigns, and activities that promote awareness on Gender related Women Empowerment by social welfare board was organised by the department of history also Dept. of history, corporate secretaryship and physics organised mind blowing workshop in human values; by integrating these cross-cutting issues into our academic programs, we aim to foster a community of responsible, ethical, and environmentally conscious individuals.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

11

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

628

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://sivet.in/wp-content/uploads/2025/02/44940_104_1738561218-1.xlsx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sivet.in/wp-content/uploads/2025/02/44940_105_1738561231-1.docx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1243

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1243

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution organizes Orientation programmes/Induction programmes for freshers at the college level and at the department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit.

For slow learners

- Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge .
- Academic and personal counseling are given to the slow learners by the tutor, mentor and the counseling cell.
- Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding
- Provision of simple and standard lecture notes/course materials

Advanced Learners:

- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement etc.
- Encouraged to enroll in MOOC Courses and are provided coaching classes for competitive exams.
- Encouraged to participate and present papers in various Seminars / Conferences / Workshops / Inter-Collegiate / Competitions organized by other colleges.
- Motivated to participate in extra-curricular activities, exhibitions and cultural competitions.
- Students, who secured Ranks in the University Examination, are honored with Medals in the Graduation Day

File Description	Documents
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Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/2-2-1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3913	121

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning etc. The Teaching - learning activities are made effective through illustration and special lectures. The conventional method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners. The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs. The seminars are organized where in the papers are presented by students on topics relating to their subjects to enrich their learning experience. The first year students of M.Com, M. Sc Maths, MBA, BBA, B.Com ISM and B.Com CA are assigned internship projects to be completed during their summer vacation. The presentation and viva-voce is conducted at the commencement of the third semester and the best presentations are appreciated. Certain courses related to Commerce and Mathematics demand project based Learning. The teachers are the guides to the students in the process of preparation of projects. For real time exposure, students are encouraged to participate in National and International Level. Guest lecture by eminent experts from industry and academics are organised.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sivet.in/wp-content/uploads/2025/02/2-3-1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

2.3.2: Teachers use ICT enabled tools for effective teaching-learning process.

The faculty at S.I.V.E.T. College use various ICT enabled tools to enhance the quality of teaching-learning.

1. Google classroom is used to manage and post course related information- learning material, quizzes, lab submissions and evaluations, assignments, etc.
2. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process
3. Virtual labs are used to conduct labs through simulations.
4. Lab manuals are mailed to students well in advance the experiment is performed.
5. You- Tube, E- mails, Whatsapp group, Zoom and Google classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments and marks, make presentations, and share information.
6. Lab manuals are mailed to students well in advance the experiment is performed.

Use of ICT by Faculty

1. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by online search engines and websites to prepare effective presentations.
2. Desktops and Printers are installed in all departments for use by faculty members.
3. Internet facility is provided for all the departments.
4. LAN Connections are provided in each classroom for the use of internet connections

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

77

File Description	Documents
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Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

121

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

83

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1334

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The efficient and smooth conduct of examinations and timely declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, non-teaching and administrative staff.

There is a standard process of internal examination in the college. According to the Academic Calendar, a student has to appear in 2 Continuous Internal Assessment Tests and 1 Model Examination. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar.

Internal examination schedule is displayed on notice board in advance. The internal assessment mark lists are displayed on the notice boards. It is a practice of the college to show internal examination answer books after evaluation to the students in the class for self-evaluation. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Personal guidance is given to the poor performing students after their assessment. For transparent and robust internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Displaying results
- Interaction with students regarding their internal assessment

File Description	Documents
Any additional information	View File
Link for additional information	https://sivet.in/wp-content/uploads/2025/02/2-5-1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Careful monitoring and analysis of grievances filed by the students is carried out by the Examination Department in an efficient and timely manner. Being an active member in deciding quality policy and making strategic plan of the institute, the Principal is responsible for timely and systematic completion of academic & evaluation events. . In case of grievances of evaluation of University examination, the aggrieved is directed to make proper representation to University authority through the Principal. The institute has established examination committee and assigns their duties as per the norms of University of Madras. The Chief Superintendent has the responsibility to co-ordinate with University of Madras for the

smooth conduct of University Semester Theory, Practical and Periodic examination. The institute follows the guidelines of University of Madras for the conduct of examination. The examination committee is responsible for conducting and monitoring the students during the examination. Invigilator checks students before entering exam hall so as to avoid any malpractices and insist them not to make use any of unfair means during the examination. Malpractice cases are dealt at Institute as well as university level as per the guidelines of University of Madras.

File Description	Documents
Any additional information	View File
Link for additional information	https://sivet.in/wp-content/uploads/2025/02/2-5-2.pdf

2.6 - Student Performance and Learning Outcomes

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

S.I.V.E.T. College endeavors to follow the Outcome-based education under the Choice Based Credit System (CBCS) curriculum across all programs offered. It is targeted at achieving desirable outcomes (in terms of knowledge, skills, attitudes and behavior) at the end of a program. The course curriculum is designed by University of Madras. The S.I.V.E.T College affiliated to University of Madras follows the semester pattern with CBCS system. Choice-Based Credit System is a flexible system of learning.

Program Educational Objectives (PEOs): Program educational objectives describe the career and professional accomplishments that the program is preparing graduates to achieve.

Program Outcomes (POs): Program outcomes describe what the students are expected to know and would be able to achieve by the time of graduation. These relate to the skills, knowledge, and behaviors that students acquire as they progress through the program

Program Specific Outcomes (PSOs): Program Specific Outcomes describe what the graduates of a specific engineering program should be able to do.

Course Outcomes (COs): Statements indicating what a student can do after the successful completion of a course. Every Course leads to some Course Outcomes. The CO statements are defined by considering the course content covered in each module of a course.

File Description	Documents
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Upload any additional information	View File
Paste link for Additional information	https://sivet.in/wp-content/uploads/2025/02/2-6-1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. Assignments are given at the end of each module. The assignments are provided to students, such that students will refer the text books and good reference books to find out the answers an expected objective of the given problem. Two Continuous Internal Assessment tests are conducted per semester to ensure that students have achieved desired level of competencies at module level. At the end of each semester, university conducts examinations. Based on the result published by university, the course outcomes are measured. Student Exit survey is conducted to identify the impact of training they have completed to understand the Strengths and Weaknesses of various value added courses and pre-placement training undergone by them.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sivet.in/wp-content/uploads/2025/02/2-6-2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

905

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File

Paste link for the annual report	https://sivet.in/wp-content/uploads/2025/02/Annual-Report-27th-April-2024.docx
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2.7 - Student Satisfaction Survey

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

<https://sivet.in/wp-content/uploads/2025/02/SSS-NAAC2.7.1-Responses.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects / endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

10

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

During the academic year, SIVET College undertook various initiatives to foster an innovation ecosystem, promoting the creation and transfer of knowledge among students and faculty. These programs aimed to nurture entrepreneurial skills and encourage innovation. A Session on Accelerators/Incubation introduced participants to the critical role of incubators and accelerators in supporting startups through mentorship, funding, and networking opportunities. The session inspired students to explore entrepreneurship with the backing of robust support systems. The Workshop on Business Model Canvas (BMC) provided practical insights into designing and analyzing business models, enabling participants to articulate their ideas effectively. Similarly, the Workshop on Prototype/Process Design and Development equipped students with skills to transform innovative ideas into tangible prototypes, emphasizing iterative design and development processes. The college celebrated National Entrepreneurship Day by organizing an event where students installed stalls to sell products and food items they had prepared. This hands-on experience helped participants understand the concepts of marketing, customer engagement, and earning profits, providing a practical perspective on running a business. A Workshop on Design Thinking encouraged participants to approach problem-solving creatively, while a Mentor Development Program focused on building a strong network of guides to support budding entrepreneurs. These initiatives have collectively strengthened the innovation ecosystem at SIVET College, empowering students to thrive in entrepreneurial pursuits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/3-2-1.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

8

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

22

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

67

File Description	Documents
Any additional information	View File

List books and chapters edited volumes/ books published (Data Template)

[View File](#)**3.4 - Extension Activities**

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

SIVET College's NCC, NSS & Rotaract, organized various extension activities aimed at raising social awareness and fostering holistic student development. Key events included marathons and walkathons focused on health and social causes like breast cancer and water conservation. Environmental initiatives, such as park cleaning and the Puneeth Sagar Abhiyan, engaged students in ecological conservation, while the Kumarakkottam Camp, NSS Special Camp, and Blood Donation Camp encouraged community service.

Awareness programs on gender issues and leadership workshops like Breeze RYLA cultivated students' empathy, inclusivity, and leadership skills. Activities like the Anti-Drive Program promoted road safety, and cultural events under Kalluri Kalappayanam fostered cultural pride and appreciation.

These initiatives had a significant impact, sensitizing students to societal issues and helping them acquire vital life skills, such as teamwork, communication, and problem-solving. They promoted physical and mental well-being and a sense of civic responsibility. By participating in these activities, students gained a broader perspective on their roles in society, becoming well-rounded individuals ready to contribute positively to their communities. Overall, these activities effectively integrated academic learning with real-world social engagement, preparing students for responsible citizenship.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/3-4-1.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File

e-copy of the award letters	View File
-----------------------------	---------------------------

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

13

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

594

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

04

File Description	Documents
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e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College Campus:

The college caters to the needs of students from suburban areas around Kanchipuram and Chengalpattu district. The college campus is spread over an area of 27.47 Acres of land.

Classrooms and Seminar Hall: College is facilitated with sufficient number of classrooms with LAN facility for the use of internet connections. Smart Board facility is provided for all the departments for the effective teaching learning process. Seminar Hall and auditorium with LCD Projector and smart board for conducting symposium/seminars/workshops/conference is available. Many dust bins are kept to collect biodegradable and non-biodegradable wastes in all classrooms and corridors to maintain an eco-friendly campus.

To provide adequate classrooms for the students IT Block was constructed.

A grand inauguration ceremony was held on 26th February 2024 for the newly constructed IT Block Building of SIVET College.

Newspapers: To acquire knowledge about the day to day activities, our college has made annual subscription for 9 different newspapers for the students and staff members to read in library

Journals: Our institution possess the research degree Ph.D. and M.Phil. (Both Part-time as well as full time) in Mathematics and Commerce. Our college has purchased research journals in order to motivate the students to involve and explore their knowledge in research activities.

Digital Library: Our college library possess digital library for the Research scholars and Students to access.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/4-1-1.pdf

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

The fully air conditioned PTR Auditorium with a seating capacity of 300, the centre of all the vibrant activities that enriches the campus experience of the students. The auditoriums have well furnished. Sports is an integral part of the curriculum. Various sports facility is provided to the students within the campus. The college is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of its students.

Various sports competitions such as inter departmental, inter collegiate, Inter University, etc., help in developing team spirit in students. Sports and games help the students to improve their interpersonal relationship in healthy manner.

Talented students are honored with medals, trophies and certificates. A sports indoor stadium has been allocated for both indoor games, such as badminton, table tennis, chess and carrom board.

The cricket ground adjacent to the main block is completely utilized by the students of our college after the college hours. During the week ends the local people and the corporate people make use of the cricket ground.

A spacious playground behind the MBA Block, featuring a football field, volleyball courts, as well as an area near the main gate for

playing basketball, kho-kho and kabaddi. Additionally, athletic track is also available."

Sports club and Kabadi club is framed to motivate students to participate in various competitions for national and international level.

Dance Club, Music club and Heritage Club encourages students for active participation in cultural activities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/4-1-2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

79

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/ICT-CLASSROOM-AND-SEMINAR-HALL.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

10202995.51

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The SIVET LMS, developed by alumni of CUBE SOFT for our college, is a partially automated library management system tailored to meet our institution's specific needs. Launched in 2016, this college-owned software enhances various library functions, improving efficiency while still requiring some manual processes. Its development showcases a commitment to leveraging alumni expertise to create a customized solution that supports library operations and enhances the user experience for students and staff. The project aims to evolve into a comprehensive, web-based library management system for aided and self-financing colleges, utilizing open-source and cross-platform technologies for compatibility with both Windows and Linux operating systems. Key features will include secure admin login for managing data related to departments, books, students, and staff, alongside robust functionalities for journal and e-book management, book transactions (issuing, returning, renewing), and data migration from existing systems. The software will provide detailed reporting capabilities, including stock and missing books reports, and support advanced search functionalities. Additionally, dedicated portals for students and staff will enhance engagement, integrating email and SMS notifications, barcode generation for efficient tracking, and customization options for individual institutions. Designed for installation on online server systems, this solution will prioritize user-friendliness while ensuring high security and scalability for future enhancements.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sivet.in/wp-content/uploads/2025/02/LIB.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

48395

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

12494

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Current Technological Resources

1. **Internet Connectivity** The college subscribes to three lines of Wi-Fi, providing a combined bandwidth of 200 Mbps, ensuring fast and reliable internet access for all users across the campus. 77 classrooms and seminar halls are interconnected with internet access, facilitating seamless communication and collaboration between students and faculty.

2. **Computing Resources** The campus features 256 computers, equipped with the latest digital software to support the academic, research, and technical needs of both aided and self-financed students. The college digital library houses 50 computer systems with internet access, allowing students to engage in research, access online resources, and develop technical skills.

Wi-Fi Access Wi-Fi facilities are available throughout the campus, including classrooms, seminar halls, the library, and common areas. This ensures students and staff can access the internet at any time. Access is secured through password

1. protection to maintain network security.

2. Interactive Learning Tools

- o Smart Boards are available in all classrooms, enabling dynamic and interactive lessons that engage students in the learning process.
- o LCD Projectors support lessons and presentations across classrooms and seminar halls, enhancing visual learning.
- o Google Forms allow students to respond to surveys, quizzes, and feedback quickly via their mobile devices.

These technological resources enhance both teaching and learning, fostering an interactive and collaborative educational environment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sivet.in/wp-content/uploads/2022/01/Aided-officec-wifi-1-scaled.jpg

4.3.2 - Number of Computers

289

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. \geq 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

23962115.07

File Description	Documents
Upload any additional information	View File

Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Physical & Academic Facilities:

Academic Facilities:

Library: Students can borrow two books for one week, while staff can borrow up to ten books annually. A fee is charged for lost books.

Classrooms: Classrooms are provided near by the departments with smart board facilities

Laboratories: Allocated according to specific course needs, ensuring availability for practical sessions and research activities.

1. **Common Areas:** Used for student gatherings, exhibitions, and informal meetings to foster a sense of community.

Maintenance Responsibilities:

- Regular inspections and maintenance schedules will be set for all facilities to ensure they remain in good condition.
- Staff and students are encouraged to report any issues or required repairs for prompt resolution.

Usage Guidelines:

- All users must adhere to scheduling protocols and usage guidelines established by the administration.
- Proper conduct and respect for shared spaces are expected from everyone.

Review & Assessment:

- The policy will be reviewed annually to ensure it remains effective.
- Feedback from staff and students will be used to make improvements.

Support Facilities:

The institution has well-established systems and procedures for maintaining and utilizing physical, academic, and support facilities, including hostels, sports facilities, health clinics,

and counseling services. These ensure a conducive environment for student well-being, academic excellence, and overall development.

This policy ensures well-maintained facilities, fostering an environment that supports academic success and community engagement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/442.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

615

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

86

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life

A. All of the above

skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	https://sivet.in/wp-content/uploads/2025/02/5-1-3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

88

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

88

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	
421	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
97	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
1	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Student Council is established to enhance leadership abilities and decision-making competencies. It comprises a Chairman, Secretary, Vice Chairman, Assistant Secretary, and 17 Executive Members representing both the Aided and Self-Finance Streams of our College. The office bearers are appointed by the Dean of Student Affairs.

Students actively register for co-curricular activities such as the National Cadet Corps (NCC), National Service Scheme (NSS), Youth Red Cross (YRC), Red Ribbon Club (RRC), and the Rotaract Club. They are motivated to engage in social and community development initiatives, which include blood donation drives, beach clean-ups, maintaining greenery on campus, community cleaning in surrounding areas, and adopting a village, among other activities.

Students engaged enthusiastically in a range of college club activities, including Dance, Drama, Music, Eco Club, Heritage Club, and Literature Club, among others. The college organizes an annual cultural event, known as Green Woods, to showcase their talents.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/5-3-2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

37

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

An alumni association fosters a lasting relationship between a school or institution and its former students that continues long after graduation. It gives former students and faculty members a way to keep in touch with their old institution. These groups frequently plan a range of events and activities, including get-togethers, social gatherings, training for professional growth, and volunteer activity.

One of the primary roles of an alumni association is to maintain a robust network among its members. This network can be invaluable for career advancement, job placements, mentorship, and business partnerships. Alumni associations also play a significant role in fundraising efforts, contributing to scholarships, infrastructure development, and other institutional needs. Through newsletters, social media, and other communication channels, they keep alumni informed about current events, achievements, and changes within the institution.

Moreover, alumni associations help preserve the traditions, values, and history of the institution, ensuring that future generations of students can benefit from the same sense of pride and community. Alumni who actively participate in their association often report a deeper sense of belonging and satisfaction, knowing they are contributing to the ongoing success of their alma mater.

In essence, an alumni association serves as a bridge that spans generations, fostering a lifelong relationship between alumni and their educational institution.

During the year 2023, September 23rd, BBA department batch 2000 - 2003 had a reunion in college and donated Almirah to the college.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/5-4-1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

The vision of the Institution is to promote education to all young aspirants seeking the benefits of higher education and to enhance the student's life skill to meet the global challenges.

Mission

To inspire optimization of learning and sharing of knowledge, to understand goodwill and peace through discipline, conduct, and integrity in every student to strengthen our country.

- To empower the youth through quality education towards Nation building process.
- To promote among them secular values, and respect for truth, honesty and integrity.
- To achieve excellence in all its endeavours to face global changes.

College was started by South IndiaVaniyarEducational Trust truly devoted to the aim of education with a view to imparting higher education to socially backward and economically poor students belonging to the rural area. The institution is benefited with sighted Managing Authorities and enthusiastic Principals. To fulfil the Vision-Mission, the Institute has been promoting quality education to students from the rural area having diverse backgrounds and abilities are admitted. The college encourages teachers for research activities and various training seminars/workshops. In addition to regular education, teachers are also doing innovative experiments in the teaching-learning process. For arousing versatile

personality of students, co-curricular and extracurricular activities are duly carried out.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-1-1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Authority and executive members of Management are always available to guide for the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college. The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees. The leadership ensures inclusivity in decision-making and efficient functioning. This decentralized approach ensures that decisions are made efficiently, aligning with the institution's objectives and practices create a dynamic and cohesive environment where innovation and collective efforts thrive. The focus on teamwork and shared responsibilities underlines the institution's commitment to sustainable growth and long-term success. this approaches empower individuals at different levels and then by distributing authority and encouraging the clubs and cells to involve to encourage them .The institution ensures transparency and inclusivity in its processes. these practices build a high - performing one and ensure that everyone is working towards a coomon. this practice not only a motivate the employees but also enhances their resources to achive success.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-1-2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College IQAC , in consultation with the Principal heads of various departments and as per requirements of NAAC plans and deploys various policies that improve the quality in the institution. The Principal of the institute is a liaison between the students and the Management..The Principal, Vice Principal, Faculty

In-charges, HODs and the various committees implement the plans and policies together. The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and the conveners submit the reports. Physical Director, Librarian, Rector, Programme officer of NSS, Officer of NCC and conveners of different committees are also independent to perform their duties.

The college has established functional Memorandums of Understanding with various organizations to facilitate skill development training. We aim to identify and train youth from rural areas in sports activities at the campus and to improve students' employability skills. Faculty members are encouraged to publish research papers, including in UGC-approved national and international journal. Information and Communication Technology (ICT) tools have been introduced, and classrooms are now equipped with smart boards and high-speed internet connections. E-content has been developed to facilitate hybrid learning.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

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

- College Managerial Committee consist a President, a Vice-president, Secretaries and members including the Principal.
- College Management Committee also appointed Principal and Administrative Director for decentralizing the power and strengthening administrative and academic activities.
- HOD of each department leads the academic and administrative work of the concerned department. The HoDs are given total academic freedom by the Management.
- The Principal, constitutes different committees for the smooth functioning of Administrative, Academic, Extracurricular and Research activities.
- Recruitment of the teacher is as per the norms of the UGC, State Government and the affiliated University. The institution follows UGC and Government norms. GPF, Casual Leave, Earned Leave, Medical Leave, Maternity leave, etc., have benefited the teaching and non-teaching faculty.
- Each and every staff as and when eligible for a promotion by acquiring required qualification and score as stipulated by the API of UGC norms, the College immediately follows the procedures for his/her promotion.
- Grievance Redressal Committee heading by the Principal has well-defined grievance redressal procedure.

The success while fostering a culture of inclusivity and continuous improvement should be arrived with lots of happy moments to receive all members very effectively with transparent process and should be promote them to uses of their greater accountability. This reflects a commitment to efficiency and accountability in governance.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	https://sivet.in/wp-content/uploads/2024/01/6.2.2-ORGANOGRAM-2022-23.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching staff and Non- Teaching staff

Our Institution provides the following welfare measures for the teaching staff:

- Three months of maternity leave with full salary is granted for women staff.
- Medical leave facility is furnished to staff members.
- On duty is provided to staff members those who are Pursuing Ph.D. and Research work.
- Provident fund is bestowed.

- Vacations are granted for odd and even semesters.
 - Canteen facility is available for staff members.
 - Proper restrooms and a Lounge are available.
 - Gifts and sweets are disbursed during the festival season.
 - Games are conducted for staff members and prizes are also distributed.
 - Casual leave and permission are allowed to staff members.
- Gratuity - to the employee as a token of appreciation.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

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

0

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File

Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File
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6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

110

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The system for both teaching and non- teaching staff members

Teaching:

The essential for fostering a culture of continuous improvement and ensuring effectiveness. For teaching staff, these systems typically include self - appraisals, where educators reflect on their academic and extra curricular contributions, as well as feedback from the students, peers and supervisors, hod's, director, principals as well management. It helps assess teaching effectiveness and overall contributions to the institutions.

Non - Teaching:

focus on task efficiency, for them good responses as well behavioural attributes and adherence to institutional procedures and supervisory feedback plays a crucial role in evaluating reliability with out biases. While opportunities for emphasized to enhance their job performance. It build their team works as well as continuous learning and development for all staff members.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-3-5.pdf

Upload any additional information	View File
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6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted half-yearly by the internal financial committee of the institution. The mechanisms which are used to monitor the effective and efficient use of financial resources are as below: Before the commencement of every financial year, the Principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.

- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges, etc., and non - recurring expenses like lab equipment purchases, furniture, and other development expenses.

- The expenses will be monitored by the accounts department as per the budget allocated by the management.

- The depreciation costs of various things purchased in the preceding years are also worked out.

Process of the internal audit:

All vouchers are audited by an internal financial committee on a half-yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers.

Process of the external audit:

The accounts of the college are audited by Chartered Accountant regularly as per the government rules.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-4-1.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institution Funds are received from various sources such as the Government of Tamil Nadu (salary grant for the aided teaching and non-teaching staff members), student fees, sports grant, NSS / NCC grant, Management, donors, wellwishers and alumni. The salary of teaching and non-teaching staff of self-financing courses is paid from the fees collected from the students. The funds received from donors, well-wishers and alumni are utilized for providing scholarships to the poor and deserving students. The funds received for NCC, NSS and sports events are utilized for undertaking various activities for the welfare and development of the students concerned. The Management provides financial support for conducting cocurricular activities such as seminars, special lectures and outreach activities. Effective monitoring of the mobilization and utilization of funds is done to ensure that the funds are spent for the purpose they have been allocated. The utilization of these funds is ensured through financial auditing at the end of each financial year. Fees received from students are used for development of the college, staff salaries, students' activities and are properly audited. Physical and Academic facilities are augmented for students. Library services and Sports services are strengthened. Laboratories are augmented and IT infrastructure is increased. Number of workshops and seminars are organized. National and International Conferences are organized. Guest lectures, field trips, industrial visits are organized for students. For every financial transaction proper permission is taken from the Principal of the College.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-4-3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

College is committed to continuous improvement and maintaining high academic standards. This is achieved through a robust Internal Quality Assurance Cell (IQAC) and a network of active committees. The IQAC conducts various programmes and provides guidelines for the Committee/body/ department regarding the organizing of events. The IQAC collaborates with the university to develop the annual academic calendar, ensuring alignment with key administrative and academic events. At the end of each academic year, the IQAC documents the activities of various committees and departments, reflecting their contributions to academic improvement. The IQAC plays a crucial role in preparing the AQAR, a comprehensive report submitted to NAAC for accreditation purposes. The IQAC encourages faculty to utilize ICT tools and innovative instructional techniques, fostering a dynamic and engaging learning environment for students. The IQAC motivates faculty to actively engage in research by publishing in UGC approved journals and contributing to books or book chapters. IQAC plays a vital role in collecting and analyzing feedback from various stakeholders like students, teachers, parents, employers, alumni, and staff. This feedback is instrumental in identifying areas for improvement and maintaining high standards across all aspects of teaching and learning at the College. By working together, the IQAC and various committees create a dynamic environment that fosters academic excellence and a well-rounded educational experience for all students.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-5-1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities. Students are apprised of the Time-Table, Programme structure, syllabus of the courses before

the semester commences. Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Principal, Director, HODs and proctors of various classes. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses. Students are also free to approach the Head of the Institution for feedback and suggestions. Feedback is properly analyzed and shared with the Principal, Director, HODs and individual faculty members.

File Description	Documents
Paste link for additional information	https://sivet.in/wp-content/uploads/2025/02/6-5-2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sivet.in/wp-content/uploads/2025/02/Annual-Report-27th-April-2024.docx
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our institution ensures that the workplace is free from gender-based discrimination and provides a safe and inclusive environment for all individuals.

a) Safety and security

Enhanced security cameras offer a real-time overview of secure areas in the College Women's hostel. They are crucial for protecting assets, deterring crime, and providing actionable evidence in the event of incidents.

b) Counselling

A counselling cell with a professional psychologist helps the students address their problems positively by clarifying the issues, exploring options, developing strategies, and increasing self-awareness.

c) Common Rooms

This space has been designed to give female students a place to relax during free time.

d) Any other relevant information

Numerous programs are being conducted to raise awareness about health, hygiene, and other societal issues related to women. The Women's Cell, in collaboration with Bio Micron Pharma India Pvt. Ltd., organized a women's health awareness program on "Managing and Understanding PCOS" on September 21, 2023, at the PTR Auditorium. Dr. M. Chellatamizh served as the resource person and provided valuable health tips regarding PCOS to the female students. Additionally, the Department of History conducted a one-day Awareness Program on Women Empowerment, supported by the Social Welfare Board of Chengalpet on 15 March 2024

File Description	Documents
Annual gender sensitization action plan	<p><u>Numerous programs are being conducted to raise awareness about health, hygiene, and other societal issues related to women. The Women's Cell, in collaboration with Bio Micron Pharma India Pvt. Ltd., organized a women's health awareness program on</u></p>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e.	<p><u>a) Safety and security Enhanced security cameras offer a real-time overview of secure areas in the College Women's hostel. They are crucial for protecting assets, deterring crime, and providing actionable evidence in the event of incidents. b) Counselling: A counselling cell with a professional psychologist helps the students address their problems positively by clarifying the issues,</u></p>

Any other relevant information

[exploring options, developing strategies, and increasing self-awareness.](#) c) [Common Rooms](#)
[This space has been designed to give female students a place to relax during free time.](#) d)
[Any other relevant information](#) Numerous programs are being conducted to raise awareness about health, hygiene, and other societal issues related to women. The Women's Cell, in collaboration with Bio Micron Pharma India Pvt. Ltd., organized a women's health awareness program on

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

C. Any 2 of the above

File Description

Documents

Geo tagged Photographs

[View File](#)

Any other relevant information

[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste.

Effective solid waste management is essential for safeguarding our environment and promoting sustainability. Solid waste is categorized into two distinct types: biodegradable and non-degradable. In our ongoing efforts to enhance waste management practices, we have implemented educational initiatives for both staff and students. This awareness campaign encourages everyone to embrace the 4 Rs: Refuse, Reuse, Reduce, and Recycle, fostering a culture of responsibility and resourcefulness within our community.

Water, a precious and finite resource, demands meticulous management to avert potential shortages in the future. We actively champion water conservation, underscoring its vital significance in ensuring a sustainable and prosperous future for our students. To illustrate our commitment, we reuse the wastewater generated from our reverse osmosis (RO) purification system for gardening, demonstrating a practical application of resource conservation. Additionally, we have implemented stringent measures to prevent water loss, successfully eliminating any leaks or overflow issues from our overhead tanks

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows:	
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Our institution is passionately committed to enhancing the well-being of our community. On January 28, 2024, we proudly collaborated with the renowned Aravind Eye Hospital to host a compassionate free eye camp. The event attracted a remarkable turnout of 252 participants, demonstrating the profound need for eye care in our community. Among them, 24 individuals were fortunate enough to receive free cataract surgeries, while 76 others were fitted with complimentary spectacles. .

On the same day, the vibrant neighborhood of Besant Nagar buzzed with excitement as we welcomed College Secretary P. Sundara Raman, Captain I. Prithviraj (ANO), and the dedicated cadets from the 6th Company of the 1-TN Battalion NCC to SIVET College. They participated in the much-anticipated 10K and 5K Cancer Awareness Run, organized by Kauvery Hospital.

Furthermore, on December 8, 2023, our NSS unit rallied students to engage in a meaningful campus cleaning drive, fostering a deep sense of civic responsibility and environmental awareness. With great enthusiasm, students came together to transform the campus. This initiative not only revitalized our campus but also instilled a lasting commitment to cleanliness and hygiene, underscoring the vital importance of preserving a sustainable environment for generations to come.

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

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

Independence Day and Republic Day are celebrated every year in the institution with the purpose of enlightening the students about the fundamental rights, duties and responsibilities. Various programmes are conducted to spread awareness on being a responsible citizen.

On March 14, 2024, at 10:30 AM, the Department of Mathematics, in collaboration with the NSS units, organized an insightful seminar on "Fundamental Rights and Insurance" at the PTR Auditorium. The event aimed to enhance awareness among students and faculty about the fundamental rights enshrined in the Indian Constitution, as well as the importance of financial security through saving and insurance.

The distinguished resource person for the seminar was Lion S. Pichamuthu, an esteemed advocate and Commissioner of Oaths at the Madras High Court delivered a thorough and engaging session. He began by providing a vivid explanation of the six basic fundamental rights. He highlighted the importance of saving as a means to build financial resilience and prevent future hardships and also elaborated on the role of insurance in providing a safety net against unforeseen circumstances, explaining various types of insurance policies and their benefits. He stressed how insurance serves as a tool for safeguarding both individual and family well-being, ensuring long-term financial stability.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to	Independence Day and Republic Day are celebrated every year in the institution with the purpose of enlightening the students about the fundamental rights, duties and responsibilities. Various programmes are conducted to spread awareness on being a responsible citizen. On March 14, 2024, at 10:30 AM,

responsible citizens	<u>the Department of Mathematics, in collaboration with the NSS units, organized an insightful seminar on</u>
Any other relevant information	<u>The distinguished resource person for the seminar was Lion S. Pichamuthu, an esteemed advocate and Commissioner of Oaths at the Madras High Court delivered a thorough and engaging session. He began by providing a vivid explanation of the six basic fundamental rights .He highlighted the importance of saving as a means to build financial resilience and prevent future hardships and also elaborated on the role of insurance in providing a safety net against unforeseen circumstances, explaining various types of insurance policies and their benefits. He stressed how insurance serves as a tool for safeguarding both individual and family well-being, ensuring long-term financial stability.</u>

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p>
<p>The institution celebrates various National and International Days to sensitize our students and to foster responsible citizenship. To name a few</p> <p>National Education Day (11th November 2023) in honor of the birth anniversary of Shri Maulana Abul Kalam Azad, the first Education</p>

Minister of independent India, who laid the foundation for the country's education system.

World Water Day (22nd March 2024) to raise awareness about water conservation, with the theme "Leveraging Water for Peace," encouraging students and staff to pledge for sustainable water use.

On National Science Day (28th February 2024), the Department of Sciences commemorated the discovery of the Raman Effect by Sir C.V. Raman, with a lecture by Dr. A. Sivasamy, inspiring scientific inquiry.

World Radio Day (13th February 2024) highlighted the power of radio in fostering communication and media literacy.

World Theatre Day (27th March 2024) celebrated theatre's role in promoting culture and peace. Teachers' Day also recognized the contributions of educators by giving Best Guru Awards to the best teachers in the surrounding area .

World Students' Day (15th October 2024) to honour Dr. A.P.J. Abdul Kalam, where students exchanged textbooks and received gifts.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

7.2.1 Best Practices -1

1. Title of the practice: SIVET Times
2. Objectives of the Practice

To foster the development of the teaching community, enrich the educational experience for our students and provide them with valuable insights, knowledge, and resources that enhance their learning journey.

1. The Context

To provide information and resources, and to serve as a source of information and resources for students by providing updates on college events, programs, and initiatives. To promote career

advancement and professional recognition, this process boosts visibility, societal impact, and credibility, while also fostering professional development and inspiring future research.

1. The Practice

S.I.V.E.T Times is published in an electronic medium periodically to inform, entertain, or persuade. To enhance student engagement, and to provide updates on the papers presented at international conferences. The diversity of conversations in the magazines ignites a dynamic exchange of ideas, making these presentations not only informative but also a celebration of collaboration and creativity across various fields.

1. Evidence of Success

Faculty members are benefited with career advancement and professional recognition, this process boosts visibility, societal impact, and credibility, while also fostering professional development and inspiring future research.

Students are encouraged to exhibit their creative and critical thinking through their writing (essays, short stories & poems), painting, riddles, puzzles etc.

1. Problems Encountered and Resources Required

S.I.V.E.T Times could not be published in a fixed interval as it is a huge challenge to encourage students to contribute considerably.

File Description	Documents
Best practices in the Institutional website	<p><u>Title :Training Cell The primary aim of the Training Cell is • To enhance employability skills: Equipping students with essential skills and knowledge to become attractive candidates in the job market. • To support career growth: Providing guidance, mentoring, and resources for navigating career paths. • To bridge the gap between industry and academia: Collaborating with industry partners to align academic curriculum with job market demands. • To build strong connections: Establishing relationships with industries to benefit students through internships and job placements. • To offer personality development support: Helping students build confidence and interpersonal skills through targeted programs. • To organize training programs: Preparing students for the workforce with training in resume building, interview preparation, and soft skills enhancement. The Training Cell of SIVET College, in partnership with 3H Catalyst, organized an extensive series of eight skill-building workshops from February 15 to March 6, 2024. These</u></p>

workshops were designed to provide students with essential tools and techniques for both personal growth and professional development. The sessions covered a broad spectrum of topics, including Personality Enrichment, Interview Skills, Logical Reasoning, Goal Setting, and Communication Enhancement. Each workshop was carefully crafted to enhance the students' self-awareness, sharpen their problem-solving abilities, and improve their communication skills, ultimately helping them become well-rounded individuals ready to face the challenges of the professional world. In addition to the workshops, Rubicon Academy from Pune facilitated an online Resume Writing and Interview Skills training program, held from 10:00 AM to 12:00 PM. This session was tailored to help students refine their resumes and prepare for job interviews. Students were provided a link through which they could upload and update their resumes, ensuring that they were well-prepared for any job opportunities that might arise. The training was particularly advantageous for final-year students, equipping them with the skills and knowledge necessary to navigate the competitive job market effectively. On June 27, 2024, the college hosted an Orientation on Cloud Accounting at the P.T.R. Auditorium. This session, aimed at students from the B.Com (General) and B.Com (Corporate Secretaryship) programs, introduced them to cloud accounting systems, a cutting-edge technology transforming the finance and accounting sectors. With a nominal course fee of Rs. 1000 per student, the session offered 40 students per batch a hands-on, interactive learning experience that helped them understand how cloud-based tools can simplify accounting processes. The intimate class size allowed for focused attention, ensuring that each student could fully engage with the content. Through these carefully organized initiatives, the college provided students with valuable professional skills that will empower them to succeed in their careers. By enhancing both technical knowledge and soft skills, these workshops and training sessions have better equipped students to enter the workforce with confidence and competence.

Any other relevant information

7.2.1 Best Practices -1 1. Title of the practice: SIVET Times 2. Objectives of the Practice To foster the development of the teaching community, enrich the educational experience for our students and provide them with valuable insights, knowledge, and resources that enhance their learning journey. 3. The Context To provide information and resources, and to serve as a source of information and resources for students by providing updates on college events, programs, and initiatives. To promote career advancement and professional recognition,

this process boosts visibility, societal impact, and credibility, while also fostering professional development and inspiring future research. 4. The Practice S.I.V.E.T Times is published in an electronic medium periodically to inform, entertain, or persuade. To enhance student engagement, and to provide updates on the papers presented at international conferences. The diversity of conversations in the magazines ignites a dynamic exchange of ideas, making these presentations not only informative but also a celebration of collaboration and creativity across various fields. 5. Evidence of Success Faculty members are benefited with career advancement and professional recognition, this process boosts visibility, societal impact, and credibility, while also fostering professional development and inspiring future research. Students are encouraged to exhibit their creative and critical thinking through their writing (essays, short stories & poems), painting, riddles, puzzles etc. 6. Problems Encountered and Resources Required S.I.V.E.T Times could not be published in a fixed interval as it is a huge challenge to encourage students to contribute considerably. 7. Notes (Optional) A college magazine is a mirror of college life. It reflects the literary, educational and sports activities going on in the college. It projects the important events celebrated in the college during a certain month or year. It also contains news about the college. Our magazine serves as a vital repository of the institution's rich history and cherished traditions. Within its pages, you'll find a variety of engaging articles and insightful sections that delve into the college's heritage, highlight significant milestones, and celebrate notable achievements. By showcasing these elements, the magazine fosters a deep sense of pride and unity among the college community, reinforcing the connections that bind us together as we reflect on our shared journey. These publications aim to serve as invaluable resources, equipping students with essential knowledge, practical skills, and insights necessary for their future careers. To support these efforts, the college's monthly magazine plays a pivotal role. It not only keeps the college community informed about upcoming conferences and seminars but also highlights the latest achievements of faculty and students alike. The magazine acts as a constant reminder of the importance of fostering a vibrant academic environment and encourages staff to consistently strive for excellence in organizing events that promote learning and collaboration, ultimately enhancing the overall educational experience for students. Best Practices - 2 1.Title of the practice: Training Cell 2. Objectives of the Practice To enhance

employability skills: Equipping students with essential skills and knowledge to become attractive candidates in the job market. To support career growth: Providing guidance, mentoring, and resources for navigating career paths. 3.The Context To bridge the gap between industry and academia: Collaborating with industry partners to align academic curriculum with job market demands. To build strong connections: Establishing relationships with industries to benefit students through internships and job placements. To offer personality development support: Helping students build confidence and interpersonal skills through targeted programs. 4. The Practice To organize training programs: Preparing students for the workforce with training in resume building, interview preparation, and soft skills enhancement. 5.Evidence of Success Training programmes and workshops are being carefully crafted to enhance the students' self-awareness, sharpen their problem-solving abilities, and improve their communication skills, ultimately helping them become well-rounded individuals ready to face the challenges of the professional world. Through these carefully organized initiatives, the college provided students with valuable professional skills that will empower them to succeed in their careers. By enhancing both technical knowledge and soft skills, these workshops and training sessions have better equipped students to enter the workforce with confidence and competence. 6.Problems Encountered and Resources Required Well-equipped room and testing tools software to access the students skill. 7. Notes (Optional) The Training Cell of SIVET College, in partnership with 3H Catalyst, organized an extensive series of eight skill-building workshops from February 15 to March 6, 2024. These workshops were designed to provide students with essential tools and techniques for both personal growth and professional development. The sessions covered a broad spectrum of topics, including Personality Enrichment, Interview Skills, Logical Reasoning, Goal Setting, and Communication Enhancement. In addition to the workshops, Rubicon Academy from Pune facilitated an online Resume Writing and Interview Skills training program, held from 10:00 AM to 12:00 PM. This session was tailored to help students refine their resumes and prepare for job interviews. Students were provided a link through which they could upload and update their resumes, ensuring that they were well-prepared for any job opportunities that might arise. The training was particularly advantageous for final-year students, equipping them with the skills and knowledge necessary to navigate the competitive job market effectively. On June 27, 2024, the college hosted an Orientation on Cloud Accounting at the P.T.R.

Auditorium. This session, aimed at students from the B.Com (General) and B.Com (Corporate Secretaryship) programs, introduced them to cloud accounting systems, a cutting-edge technology transforming the finance and accounting sectors. With a nominal course fee of Rs. 1000 per student, the session offered 40 students per batch a hands-on, interactive learning experience that helped them understand how cloud-based tools can simplify accounting processes. The intimate class size allowed for focused attention, ensuring that each student could fully engage with the content.

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

7.3 INSTITUTIONAL DISTINCTIVENESS

In accordance with the vision and mission of the Institution, the Management has been focusing and improving in every possible way for the holistic development of the students. It envisions a world where women can find their true place, achieve excellence in their specific areas of interest, scale heights and be rightfully recognised for their merits. The Management realising the necessity to initiate the process of gender equalisation through sports started a sports club enabling the students to enrol themselves and get trained in the sports they are interested in. As a gesture of motivation these students were given tuition fee waiver and women students were given free accommodation in the hostel. The sports club coordinator acts as a mentor and coaches them to achieve their highest goals from the state level to national levels. Our students excel in Kabaddi and Silambam especially. The various laurels secured by our students in sports are as follows.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Apply for NAAC Accreditation and undergo Successful Evaluation.

To arrange workshop for teaching staff and Non Teaching Staff

To extent the work and activities of IQAC for skill development of Staff andStudents.

To introduce some more short term Add-on/Certificate Courses.

To maintain Botanical garden. .

Motivate Teaching Staff to do research activity.

To initiate various awareness programmes.

To make placement more efficient.

Organize various student and faculty development programmes.

To organize various co-curricular and extracurricular activities for students.