



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**Sree Ayyappa College for Women**

- Name of the Head of the institution

**Dr. K.V JAYASHREE**

- Designation

**Principal**

- Does the institution function from its own campus?

**Yes**

- Phone no./Alternate phone no.

**04652220980**

- Mobile no

**938422334**

- Registered e-mail

**ayyappacollege1969@gmail.com**

- Alternate e-mail

**nakula23gmail.com**

- Address

**Sree Ayyappa College for Women, AyyappaNagar, Chunkankadai**

- City/Town

**Nagercoil**

- State/UT

**Tamilnadu**

- Pin Code

**629003**

##### **2.Institutional status**

- Affiliated /Constituent

**Affiliated**

- Type of Institution

**Women**

- Location

**Semi-Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Manonmaniam Sundaranar University**
- Name of the IQAC Coordinator **Dr.V.R Anjana**
- Phone No. **04652220980**
- Alternate phone No. **9994880053**
- Mobile **9488073939**
- IQAC e-mail address **ayyappacollege1969@gmail.com**
- Alternate Email address **nakula23gmail.com**

**3.Website address (Web link of the AQAR (Previous Academic Year))** <http://sreeayyappacollege.com/report/>

**4.Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://sreeayyappacollege.com/calendar/>

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>76.25</b>	<b>2005</b>	<b>21/09/2005</b>	<b>20/09/2011</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.72</b>	<b>2012</b>	<b>10/03/2012</b>	<b>09/03/2017</b>
<b>Cycle 3</b>	<b>B</b>	<b>2.23</b>	<b>2019</b>	<b>08/02/2019</b>	<b>07/02/2024</b>

**6.Date of Establishment of IQAC** **16/01/2006**

**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
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>

**8.Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of [View File](#)

## IQAC

**9.No. of IQAC meetings held during the year** 2

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

Organized programs to inculcate human values, women empowerment, entrepreneurship, and social responsibility among students.

Collection and Analysis of Feedback on syllabus from Students, Faculty and Alumni and Feedback on Teachers and Teaching from Students

Initiatives for enhancing ICT enabled teaching-learning

Organized Induction Program for first year students.

**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
Enhancing T enabled Teaching Learning	All faculty were trained with online teaching and e-content generation
Research enhanceive initiatives	Number of publications and PhD awarded increased
Quality enhancement Initiatives	4 Stars for Innovation by Ministry Of Education, District green champion award by MGNCRE
Skill development	in collaboration with JCI Palayamkottai, conducted 5 days skill development program on
Entrepreneurship development program and start ups	Entrepreneurship program on mushroom cultivation.Inaugurated agri

**13.Whether the AQAR was placed before statutory body?** **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Council	12/08/2021

**14.Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>Sree Ayyappa College for Women</b>
• Name of the Head of the institution	<b>Dr. K.V JAYASHREE</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>04652220980</b>
• Mobile no	<b>938422334</b>
• Registered e-mail	<b>ayyappacollege1969@gmail.com</b>
• Alternate e-mail	<b>nakula23gmail.com</b>
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• City/Town	<b>Nagercoil</b>
• State/UT	<b>Tamilnadu</b>
• Pin Code	<b>629003</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>Affiliated</b>
• Type of Institution	<b>Women</b>
• Location	<b>Semi-Urban</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Manonmaniam Sundaranar University</b>
• Name of the IQAC Coordinator	<b>Dr.V.R Anjana</b>

• Phone No.	04652220980				
• Alternate phone No.	9994880053				
• Mobile	9488073939				
• IQAC e-mail address	ayyappacollege1969@gmail.com				
• Alternate Email address	nakula23gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://sreeayyappacollege.com/calendar/">http://sreeayyappacollege.com/calendar/</a>				
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<b>6.Date of Establishment of IQAC</b>			16/01/2006		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<b>Faculty Development Programmes</b>		
Organized programs to inculcate human values, women empowerment, entrepreneurship, and social responsibility among students.		
Collection and Analysis of Feedback on syllabus from Students, Faculty and Alumni and Feedback on Teachers and Teaching from Students		
Initiatives for enhancing ICT enabled teaching-learning		
Organized Induction Program for first year students.		
<b>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</b>		

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**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Council	12/08/2021

**14.Whether institutional data submitted to AISHE**

Year	Date of Submission
2023	11/01/2023

**15.Multidisciplinary / interdisciplinary**

The teaching learning pedagogy adopted in this institution ensures amalgamation of intellectual, emotional, social and cultural development among its students. Students are allowed to select elective papers from any discipline (in their second year) of their choice and a number of value-added courses are being offered to students. Multidisciplinary seminars/ workshops/ training programs have been introduced. Social service activities mediated by NSS, relevant clubs and committees in the college play a pivotal role in sensitizing students towards



environmental, social and health issues. Collaborative research projects involving staff, students, government agencies, NGOs and different departments are being undertaken to address the issues and challenges faced by the society. These initiatives foster the capacity building of the youth into responsible citizens.

#### **16.Academic bank of credits (ABC):**

The institution is eagerly awaiting to register under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme, and to enable credit transfer. These initiatives would be highly beneficial to slow learners and provide flexibility to students to learn as per their ability and convenience. The proviso for the same would be implemented as per the directives of the Manonmaniam Sundaranar University. Students are encouraged to enrol and successfully complete courses through online platforms such as Swayam. To enrich their learning experience, they can earn extra credits through activities such as NSS, NCC, sports and add- on courses.

#### **17.Skill development:**

Sree Ayyappa College for Women, focusses on skill development that enables students to acquire desired competency levels. The college has provided three add- on courses namely - DTP, Communicative English and Journalism offered by Manonmaniam Sundaranar University. In addition, the institution provides capacity building programmes and skill inculcation training programmes to all final year Undergraduate students under the guidance of Placement and Career Counselling Cell. All first-year undergraduate students are offered with number of value-added courses based on skills for the skill development of the students. The college has provided diverse training methods in imparting training to students namely workshops on business model canvas, entrepreneurship skill, attitude and behaviour development, design thinking; symposium on building innovation ecosystem in educational ecosystems.in collaoration with JCI, Palayamkottai,, the Department of Physics conducted 5 days Skill development programme on "Computer skills and Life skills"from march 17 to 21 in 2022. 45 studens benefited through this program.

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

The College was established in the year 1969, and it upholds the value of Indian Knowledge system, Indian culture and heritage. The institute commemorates Hindi Divas, Pongal , onam, patriotic

days and Yoga Day as an act of reverence towards Indian languages and culture. Faculty members are encouraged to provide the classroom delivery in bilingual mode (English and vernacular language i.e., Tamil or malayalam) as students tend to understand better if taught in their mother tongue. The graduate students are allowed to study Hindi, Tamil or Malayalam as per their choice during the first two years of the bachelor's program. The promotion of Indian languages, arts and traditions is also facilitated through competitions organized during the annual fine arts festival. Competitions such as essay writing, poetry, speech competition, folk song, folk dance and skit encourage students to stay connected with their rich Indian culture and heritage.

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

OBE can primarily be distinguished from traditional education method by the way it incorporates three elements: theory of education, a systematic structure for education, and a specific approach to instructional practice. It organizes the entire educational system towards what are considered essential for the learners to successfully do at the end of their learning experiences. All the faculties of the college were trained in OBE. Based on the syllabus prescribed by the university, all courses were designed under OBE paradigm with Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) specified. During the student induction program, the students are given an orientation on Outcome Based Education paradigm; and the Program Outcomes are explained to the students. The curriculum clearly states Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) and teaching-learning pedagogy adapted at the institute ensures implementation of OBE to transform the youth into responsible citizens. Every faculty explains the course outcomes of each course before the commencement of the same.

#### **20.Distance education/online education:**

Online education provides ample flexibility to students to learn and explore as per their requirements. During the Covid pandemic online classes, management of attendance, submission of assignments, webinars, training programs, fine arts festival and even commemorate important days and events were conducted through online mode. During the pandemic, most of the classes were conducted online and faculty members and students have gained experience on working with digital tools such as, OBS (Open Broadcaster Software), Google Tools, Online Whiteboards, YouTube to develop and deliver e-content, short videos, interactive power

point presentations and other online content. With offline classes being pursued at present, the faculty and students at the institute are looking forward towards blended learning as it integrates the learning experience with a humane aspect. Therefore, the students can gain from the benefit of online teaching along with face-to-face interaction with tutor and fellow pupils. Students are also encouraged to engage in courses offered by online portals such as Swayam. to widen their sphere of knowledge and understanding and sharpen their skills. The college is an active Local Chapter of NPTEL courses.

## Extended Profile

### 1.Programme

1.1	15
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1358
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	352
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	574
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>3.Academic</b>	
3.1	80
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	60
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	44
Total number of Classrooms and Seminar halls	
4.2	152617
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	72
Total number of computers on campus for academic purposes	

## 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

The academic calendar along with annual plan is prepared by the Committee, headed by the Principal which efficiently allocates time for academic and co-curricular activities. Efforts are made to ensure that the curriculum is implemented effectively and innovatively. This includes factors from the recruitment of

faculty, work culture, supervision and review factors during departmental meetings. Academic plans are prepared so as to meet the Course and Program based Outcomes as prescribed by the syllabi. The IQAC took the initiative in setting in place the infrastructures and methodologies through which online classes could be connected and the curriculum could be delivered effectively. IQAC conducted sponsored seminars to improve teaching learning process. The efficient functioning of the remedial system encourages the students to perform well in their studies. Students are encouraged to develop a research interest at the UG and PG level. Student's performance is monitored by regularity in attendance, discussions in class rooms, sensitive observation by teachers, internal assessment tests and continuous evaluation and review of examination results. There is active monitoring of performance by the management through the system of periodic academic audits, and regular feedback from stakeholders including students and parents is analyzed and remedial measures are taken to ensure quality maintenance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

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

The college is affiliated to MS University, Tirunelveli and the evaluation patterns stipulated by the University are strictly followed. University adopts CBCS system that has two components for assessment. One is internal test and the other is external examination. The continuous formative assessment of the students, involving Centralized Internal Examination system, assignments, seminars as well as internal practical exams for science students is made use of for awarding internal scores. As per the norms of the university three internal tests are conducted in each semester.

Grievances in assessment, if any, are resolved by Department level meetings at the primary level. Retest is conducted for those students who remain absent during the internal examinations due to their participation in NCC, NSS, Sports, or other camps related activities or who are absent due to hospitalization. Owing to the

shifting of teaching-learning methods online, internal assessment was also conducted through this medium, with regular test papers and assignments conducted online in order to ensure maximum effectiveness of teaching pedagogies. The institution keenly monitors the performance of students and details of assessment are informed to parents regularly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

3

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

100

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

The curriculum prescribed by the University is followed by our college. Every three years, the university revises the syllabus to incorporate issues like professional ethics, gender, human values, environment and sustainability into the regular curriculum of degree level students. The curriculum as prescribed by the University incorporates issues of gender and sexuality in its

courses, including papers on 'Environmental studies', and 'Value Based Education' for all first year undergraduate students, 'Computer for Digital era' and 'Yoga' for all second year UG students and 'Personality Development' for all final year UG students. The Women's Cell of the college often conducts talks and workshops related to gender issues, particularly those concerning women. Various programmes related to gender, environment and sustainability, human values and professional ethics are conducted for the benefit of the students. The NSS and the Eco Club focuses on activities that deeply evoke environmental consciousness among the students. Such programmes are further complemented through curriculum specific courses. For sensitizing students about environment and climate change, various clubs such as Eco Club, Science Club, MGNCRE, UBA functioning in the campus take necessary steps by arranging talks, and celebrating various days of importance like Ozone Day, Environment Day, and Science Day.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

8

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>



**1.3.3 - Number of students undertaking project work/field work/ internships****347**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://sreeayyappacollege.com/feedback/">http://sreeayyappacollege.com/feedback/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://sreeayyappacollege.com/feedback/">http://sreeayyappacollege.com/feedback/</a>

**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**

472

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

431

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 effective functioning of the tutorial system allows identifying the learning levels of the students. At the point of entry into college, bridge courses are conducted by the departments following which a test is conducted to assess the learning levels of students. This is also done through Continuous Internal Assessment (CIE). The slow learners thus identified are given remedial classes during which intensive coaching is given to them, enabling them to grasp difficult concepts. Every Friday special coaching is given to slow learners and Reappear (RA) category of students. Slow learners have come out with better performance in the University examinations. Meetings are held in the departments to discuss the performance of students. Special counseling sessions are held for the slow learning students. Advanced learners are also identified through the same process of evaluation. The college keeps track of their performances and rewards them through scholarships, prizes/awards. Workshops are also arranged by the career guidance and counseling cell of the college. Promising students are encouraged to participate in a wide range of academic events, organized by the College or other institutions. Students are encouraged to take

part in department, college and inter collegiate level competitions.

File Description	Documents
Paste link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1358	80

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Experiential learning is introduced in the college through the activities of clubs, cells and as well as on the curriculum. Clubs such as Eco Club, Science Club, MGNCRE, SES-REC cell, UBA, and IIC organize various co-curricular and extra-curricular programmes throughout the academic year. Exhibitions are arranged in the college with the intent of creating awareness about issues and subjects.

Participative learning is encouraged among the students through systems like Peer Teaching, in which students who are categorised as advanced learners get the chance to share their expertise with slower learners among their classmates and peers. Projects are undertaken by UG and PG students to enhance learning experience. Students are motivated to present paper, participate in group discussions and seminars and conduct case studies. Students are encouraged in creative writing in magazine. Intercollegiate competitions and seminars were arranged to make them understand the recent trends in their field of study.

Interactive Learning is encouraged among students by motivating students to conduct group discussions and debates. All the

infrastructure and facilities available in the campus is student friendly. Seminar hall is equipped with LCD projector and audio facility. To enhance their mental caliber the interdepartmental and inter collegiate quiz competitions is organized.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The teaching-learning process of the college is made interesting with unique features like ICT enabled teaching. This has been made possible with facilities like smart class rooms, language lab, well-equipped seminar hall etc. It encourages both the faculty and the students to explore and exploit the potentialities of the available ICT facilities like smart classroom, interactive classroom and e-learning through internet. The IQAC of the college conducts programmes like talks and discussions from time to time on the effective use of technological tools and e-resources to orient teachers for ICT enabled method of teaching, which improves the teaching-learning process. Beyond this, the demands of the shift to online teaching during the covid-19 pandemic also meant that teachers had to develop ways to effectively deliver the curriculum through platforms such as Google Classroom, creating e-resources that could be made available to students even if they did not have immediate internet connectivity. We believe that we are raising a generation that is breaking barriers in terms of learning through new mediums of learning and learning at a whole new level altogether.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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**

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

55

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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)	<a href="#">View File</a>

### 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

873

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 internal examinations are conducted as per the guidelines issued by Manonmaniam Sundaranar University. Internal examinations are carried out as per the academic calendar and convenient dates announced by the college. Three internal tests were conducted per semester. Study portion announced in the class in advance. Question paper pattern will be based on university examination questions. Answer sheets distributed to the students after valuation to go through to identify their mistakes. Consolidated mark list is displayed at Department notice board at the end of the semester, before uploading the internal marks to the university portal. At the under graduate and post graduate levels, the total marks for the internals in a course is a composite of the marks for internal assessment examination and marks assigned to the students for an assignment or a seminar (either seminar or assignment for under graduates and compulsory seminar and assignment for post graduate students).The internal assessment of the department is thoroughly transparent and is comprehensively communicated to the various stakeholders' viz., students, parents, faculty and the Principal.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

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

and efficient

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. Performance of the students in the internal tests is individually discussed with the students. The student can seek clarification from the teacher concerned. Before uploading the internal marks in the University website, the mark lists are displayed on the department notice board. Thus, students have the right to know the marks scored for each criterion of assessment. Grievances, if any, are examined and resolved in the department itself. Corrective measures are suggested and suggestions are given for improvement. In case, the student doesn't get justice from her department, she can approach the Principal. Regarding evaluation of university answer sheets, if there is any complaint, a student has the following options: the students are advised to apply for revaluation if needed, out of syllabus questions in the University examinations are immediately intimated to the Controller of Examinations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

## 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.

The syllabi prepared by the Board of Studies (BoS) of each subject lists out the programme outcomes and course outcomes that should be attained by the students pursuing each course. The POs, PSOs and COs are uploaded in the website of college for easy reference and updation. The department meetings discuss the program and course outcomes in detail before the beginning of each semester so that the process of knowledge transmission can be done effectively. The progress and performance of the students are monitored through class tests, seminars, assignments, internal tests, practicals, quiz and model tests. Cumulative record of academic performance is maintained for each student by the tutors. Programmes like remedial teaching ensure that the outcomes are attained in an all inclusive manner. Clubs and committies like Career Guidance and Placement cell, Civil service club etc also play an important role in ensuring that the students take curriculum and academic progression seriously. Internal assessment results and the

university semester examination results are communicated to the parents personally and inPTA meeting . The slow learners are monitored by their mentors. Due to effective monitoring mechanism followed in the institution, students improve their knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://sreeayyappacollege.com/psa/">http://sreeayyappacollege.com/psa/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The college as well as the Management takes serious efforts to ensure that the programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes through direct and indirect methods. Throughout the year the faculty records the performance of each student. Result analysis is carried out following the semester examinations. The IQAC collects feedback from teachers, students and alumni concerning the syllabus and consolidates the same. The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process. External Assessment is evaluated by external experts, appointed by the University for Viva-Voce and practicals. Lectures/Seminars/Webinars on curriculum related topics and related subjects as well as themes on personality development, competitive examinations, career counseling and soft skills etc helps the overall development of the students. The Institution collects feedback from students, Alumni and Parents which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, course and syllabus outcomes and to understand the impact of teaching learning process.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 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

508

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 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)

<http://sreeayyappacollege.com/ssss/>

### 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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

21

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
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

The institution ensures an innovative, creative and participatory system of education. Numerous innovative practices are devised to

sharpen the skills of our students. IQAC, in association with various departments ,and clubs conduct seminars/webinars and workshops on national and international level to provide opportunities for our students to look beyond their curriculum and have a glimpse of the developments happening in various subjects world-wide. The extension activities of the NSS , College Union, various clubs and departments emphasize on fostering leadership qualities, interpersonal relationship, managerial capacities and team work which will help them in building their future career prospects. Institution's Innovation Council (IIC) as per the guidelines of MoE's Innovation Cell, Government of India is promoting the culture of entrepreneurship and innovations among students to facilitate financial empowerment among them. The Science Laboratories are well equipped to provide the students with facilities for doing practical experiments. Students are encouraged to make use of the Department library facility, in addition to the College library for referencing and for project related works. The journals available in the library is yet another opportunity for students to know more about the latest in research and innovation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>

### 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

28

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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**

13

File Description	Documents
URL to the research page on HEI website	<a href="http://sreeayyappacollege.com/research/">http://sreeayyappacollege.com/research/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**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**

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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**

35

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

Activities sensitizing students to local issues like women empowerment, gender bias, environment protection, waste management, swachatha, health and nutrition etc are carried out by National Service Scheme, Youth Red Cross, IQAC, Unnat Bharat Abhiyan , MGNCRE, women's cell and various departments. The extension activities organized by the college enhance the students' academic learning experiences and inculcate the values and skills in them. The expected impact can be summarized as below: Team work, leadership skills, effective communication skills and effective decision making are just a few things the students learn while participating and organizing various projects and programmes under extension activities. The students get a wonderful platform to mingle with the community and learn about culture, traditions and values of people. Extension activities help the students to contribute to social integration. The extension activity also inculcates the value of gender equality, humanity and notion of equal rights. Some of the extension activities also create awareness about social evils in the society and prepares them for eradicating them. Extension activity also imparts to the students social values and norms. The extension activities are useful in sensitizing social issues like dowry system, superstition, caste based divide and gender inequality.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/nss/">http://sreeayyappacollege.com/nss/</a>
Upload any additional information	No File Uploaded

### 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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

1185

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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**

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

Since its inception, the policy of the institution has been to provide all infrastructural facilities to meet the requirement of curricular, co-curricular and extracurricular activities as per the Government/ UGC norms. The institution takes efforts to make campus go-green and eco-friendly. The college has smart classrooms. All the departments are provided with sufficient number of computers with internet facility. The computer lab which consists of 25 computers forms a common platform for all the students to use. The college updates the UG labs in accordance with the syllabus revisions by the University and regular addition of equipment are done every year using the allotted Government and PTA funds. The general library, which consists of more than 24000

books, is automated with 'libsoft' Software. The library also contains a number of computers set up to form a knowledge hub where students can browse the catalogue and also make use of facilities like INFLIBNET. More number of research journals is subscribed to improve the research culture. Seminar hall can accommodate more than 150 students. The college office, library and the computer lab are automated with LAN facilities. Wi-fi is also provided in the library for all the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://sreeayyappacollege.com/facilities-2/">http://sreeayyappacollege.com/facilities-2/</a>

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

The institution has adequate facilities for sports and games activities of students. The Department of Physical Education takes up many initiatives to promote sports and health related activities and encourages students to actively participate in indoor and outdoor sports activities. The college has a spacious play ground with facilities for kho-kho, kabaddi, badminton and athletics. Students are encouraged to play indoor games like carom, table tennis and chess and are motivated to take part in intercollegiate, zonal and district level competitions. A compact gymnasium is set up with treadmill, gym cycle, gym ball etc. Cultural activities of students are promoted by observing various days of cultural importance through programs and competitions conducted by the College Union and various clubs and committees. The Arts Festival competitions encourage healthy competition among students on their skills and talents and the winners are encouraged to participate in University level competitions. Pongal, Onam, Christmas celebrations create an atmosphere of festivity and colour in the campus, thus providing opportunity for the students to stay in touch with their culture and tradition. Yoga training is provided as a regular activity to the interested staff members and students for enriching their physical, mental and social health.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://sreeayyappacollege.com/facilities-2/">http://sreeayyappacollege.com/facilities-2/</a>

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

6

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://sreeayyappacollege.com/facilities-2/">http://sreeayyappacollege.com/facilities-2/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

3777373

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is located in the main campus with a total seating capacity of 100 and with 24881 available books. Central library of Sree Ayyappa College for Women, is fully digitalized and installed LIBSOFT Library Software for Library Automation Services. This enables to maintain bibliographical records in computerized form, to provide Bibliographical details through single Page enumerative access points of holdings of a library and to provide access to information at a faster rate. The Library implemented Electronic circulation systems of Book issue and return to achieve accuracy, time saving of users, to make stock verification an easy process and to improve operational efficiency. One of the major attractions is its robust On-line Public Access Catalogue (OPAC).E-RESOURCES: Login passwords are provided to users for assessing UGC INFLIBNET-N-LIST resources and E-book accesses through computer or mobile. 5 Computers are providing E- resource facilities for users. N-List - INFLIBNET - Our College has N-list membership. It is under e-ShodhSidhu (UGC e-consortium). The staff and students can access 31,35,000+ ebooks and 6,000+ ejournals freely through this site. NDL - National Digital Library - We have also membership with National Digital Library. CCTV surveillance ensures security.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://sreeayyappacollege.com/overview/">http://sreeayyappacollege.com/overview/</a>

**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**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****32917.5**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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****135**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institution takes care to update its IT facilities like computers, laptops, peripherals and Wifi connectivity periodically to ensure optimal availability of resources to promote innovations in the teaching-learning process and administrative ease. Wifi is provided on campus. Wifi facility is available within the campus for accessing the N-List journal. All departments are provided with computer. Students are allowed to use computer labs and internet facility for doing their projects, assignments and presentations apart from routine practical work. College has provided smart class rooms to promote ICT enabled teaching and LCD projectors for presentations by staff, guests and students. To access e-resources, five computers are provided in the college library. Software available for online submission like e-district, salary - cps, provident fund - epf, for entering internal marks of the students - exampro with the university. LAN connection is taken in the administrative block for smooth functioning of administrative work. Periodical updating, maintenance and service

is done by the technicians.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

72

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

4926794

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The procedures for maintaining and utilising the physical, academic and support facilities of the institution is carried out under a comprehensive system of monitoring and updation at various levels. The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. Executive committee of the management lays down guidelines for all purchases, formulate policy regarding maintenance of the college building. The Principal looks after the facilities and exercises authority through various Heads of the Departments, faculty, administrative staff, lab assistants, librarian, library assistants, etc. Facilities for curricular, co curricular and extracurricular activities are available and often maintained and managed in such a way that they are freely accessible to all the students. The activities are strictly monitored by a member of the faculty, who is in charge of the particular class and designated as their Tutor. The IQAC monitors the totality of the modus operandi related to the optimal use and maintenance of the whole system. The bodies like College Council, Library committee, ICT committee, etc. ensure absolute use of the classrooms, library, IT tools, etc. The enhancement of infrastructure and reinforcement of the existing infrastructure on a continuous basis according to the growing need of the institution are our basic priorities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## 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

692

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 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

5

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

### 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	<a href="http://sreeayyappacollege.com/">http://sreeayyappacollege.com/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

415

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

415

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

72

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

225

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at 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.**

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 institution promotes conduct of activities involving active student participation. Academic: Every department has an association to organize various events in the respective

departments. It functions through the student executive body having the student representation. Clubs: To manage the various activities, all extra-curricular clubs of the college have a student executive body. Magazine: Students are the members of the editorial board of the college magazine. Grievance redressal cell: The cell is specially formed for grievance redressal and has teachers as well as student representatives as its members. College Union: College union has a chairperson, vice-chairperson, secretary, two joint secretaries, fine arts club secretary and two fine arts club joint secretaries and two organizing committee members who are elected every year. Union initiates the college events with the guidance of the Principal and faculty members. Hostel Union: Day to day functioning of the hostel is managed by the students with the guidance of warden and matron of the hostel. Students are actively involved in the conduct of Fresher's day Programme ,Celebrations of days of National importance, festivals like Pongal, Onam, Christmas etc, Extension Activities by various clubs and committees, College Day Celebration, Charitable services through department, clubs, National Service Scheme etc.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>
Upload any additional information	<a href="#">View File</a>

### 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

167

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

## 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

The institute networks and collaborates with alumni through the alumni meets. The college alumni meet atleast twice in a year to relive their days in their alma mater and work out action plan for its contribution to the institution. Alumni contributions are received in the form of active interventions in student support activities, distinguished Alumni Lectures etc. Alumni involved in various activities of the college such as: Supporting various programmes of the college, providing feedback on various issues, acting as a correcting force, providing advice and suggestions, providing expertise in academic and administrative matters. The association sponsors cash prize for the rank holders during graduation day function every year. Feedback from alumni helps to improve infra structure and teaching learning

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs  
(INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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:** To mould our students into competent, self-reliant and responsible women who can act as the redeemers of the society in the years to come. **Mission:** To make the institution a centre of academic excellence, cultural refinement and spiritual enlightenment. The principal, in consultation with the Management members, designs and implements the policy and plans of the college from time to time. All activities organised by the various

clubs, committees and associations of the college including National Service Scheme, IiC, Women Cell, MGNCRE, UBA etc as well as activities like remedial teaching, peer teaching, Workshops for self employment, personality development, entrepreneurship programmes, legal awareness classes, scholarships and endowments are planned and executed with aims of ensuring the overall development of our students.

File Description	Documents
Paste link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>
Upload any additional information	No File Uploaded

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

The institution practices a system of decentralised and participative management, in which there is a multi-layer structure that includes the college Management, the Principal and faculty members, and students. The managing board consisting of eleven members including Principal and University representative acts as the apex body which manages the functioning of the college. The college council consisting of the Principal and Heads of the Department discuss and develops plans to match those of the university. Managing body delegates all the academic and operational decisions based on policy to the academic council headed by the principal. Staff council suggests improvements in the design and implementation of the academic plans. Academic council formulates common working procedures and entrusts the implementation with the HODs. HODs manage the day to day activities of the department. Each department organizes association meetings and provides academic knowledge through eminent resource persons. A team of faculty members and students coordinate the co curricular and extracurricular activities in the college through various clubs like Women's Cell, Youth Club, Rotaract Club, Fine Arts Club, YRC and NSS. Principal who is the administrative head of the institution delegates financial plans and policies to the office superintendent who is the head of the administrative staff.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/organogram/">http://sreeayyappacollege.com/organogram/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution's strategic plan for the 2021-22 was to increase Institutional Social Responsibility, adopt swachata action plan, encourage research, enhance the MOUs and promote startups.

Tying in with the vision of making the students self-reliant, responsible individuals with a keen sense of connection with the community around them, the college has been working to increase the scope of its extension activities. This includes undertaking activities and awareness programmes in the immediate community, student visits to villages adopted by the NSS Units of the college as well as the UBA etc.

We recognised as a member of Beat Covid Campaign initiative by MGNCRE for rendering valuable services in the areas of hospital management, non hospital management, support to covid affected families, medical supplies, psycho social support to covid patients and their family members by the five student volunteer teams during the pandemic.

To encourage and conduct research activities among the faculties and students, Sree Ayyappa Research Forum (SARF) was established during 2021-22.

To promote innovation, Entrepreneurship and startups among students was another plan of the year. Seven workshops, and eight webinars were conducted in this regard. The inauguration of an Agri- Tech start up named ECO Vibe Agri-Tech was indeed a milestone event.

The inauguration of golden jubilee block (administrative cum research block) was during the year.

Our college has successfully signed MoUs with 2 organizations during 2021-22.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>
Upload any additional information	<a href="#">View File</a>

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.

The organogram of the college begins with the Management, the governing body at the very top of the structure, that also plays the primary role in the recruitment of teaching and non-teaching staff. The next level is the College Committee Principal, following whom are the IQAC and the College Council. The College Council, consisting of Heads of Departments, Librarian, Staff Club Secretary, as well as the IQAC coordinator and supervises the next level - the Heads of the Department. The Heads manage the workings of individual departments and delegate duty to the other faculty members, specifically the class tutors, who manage the students of their classes. The administrative wing of the institution, comprising non-teaching staff, is overseen by the college superintendent. The IQAC ensures quality maintenance and also ensures the efficient functioning of the various clubs, cells and committees of the institution. The convenors of these clubs, cells and committees form the next level in this branch of the hierarchy.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://sreeayyappacollege.com/organogram/">https://sreeayyappacollege.com/organogram/</a>
Upload any additional information	No File Uploaded

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

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**Teaching Staff:** Leave sanctioned for higher studies under FDP of UGC Duty leaves for attending refresher course, orientation course, seminars, conference and workshop to enhance efficiency of staff. Provision of loan from financial institutions like HDFC, Nationalised Bank, thrift and credit society. Quick Provident fund loan facility is available Festival advances promptly sanctioned Facilities to take loans from employee provident fund. Medical Leave with full pay

**Non-Teaching:** Provision for loan from financial institutions like HDFC, Nationalised Bank, thrift and credit society Compensation leave for extra work done. Quick Provident fund loan facility available Festival advances promptly sanctioned Duty leave for attending official work outside the college, Medical leave with full pay Free medical check-up and medical insurance through Government Schemes. Festival advance facility proposed by the Government.

**For Students:** Sixteen Endowments and scholarships, Remedial Teaching, Medical Camps and Free medical inspection, Subsidized Food from College Canteen, Access to clean and pure drinking water. Counselling facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 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	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**



File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college has carries out performance appraisal for teaching and non-teaching staff members through a multilevel mechanism on yearly basis. To check the efficiency of the teaching faculty, self-appraisal system is followed. Annual reports: The annual reports of Departments contain all the activities organized in the department including invited lectures, seminars, as well as the major achievements of the students and the faculty members including result analysis. The lab assistants and their activities are controlled by the Heads of the concerned Department. The Librarian is in charge of the non-teaching staff working in the library. Self appraisal procedure for non-teaching staff is implemented which help them to realize their potentials and failures. Superintendent is the head of the administrative section. She monitors the effective functioning of the office, acts as a mediator between the Principal and the non-teaching staff. The activities of the superintendent are monitored by the Principal. The secretary reviews the overall performance of the administration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 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 accounts of the college are audited periodically by the appropriate authorities. Government auditors conduct the audit of the government related accounts like fees, salary, stipend and grants Director of collegiate education audits and local fund audits are conducted as per government procedure. External chartered accountants audits accounts of the UGC. The audited annual accounts are submitted to the college management board. When there are audit objections it is cleared by administrative staff as and when needed.

Institution has an annual budget prepared by the managing committee. The budget allocates funds for various department and activities of the college. There are also internal and external audits conducted by Government, Heads of the Department and NSS management Changanassery. The governing body monitors financial issues and same is reported in general body meetings. As per the decision of UGC, for UGC funds the external audit is being done by UGC Office, Hyderabad. Satisfactory reply and compliance is shown to the various audit objections.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Financial support for academic and non academic activities, purchase and maintenance of resources, infrastructure development and support as well as construction activities are provided by government, donations from well wishers and stake holders (PTA) etc. The members of the teaching faculty substantially contribute to improve the infrastructure development of the institution. They also subscribe to the fund collected for purchasing prizes for the triumphant sports champions and students who pass examinations meritoriously. College store is a profit-making body and the profit gained through the store is utilized for the developmental activities of the college. PTA and alumni associations contribute a great deal towards the development of the college. Alumni association sponsors cash awards for the University rank holders. Being a government-aided institution, it functions in accordance with the rules and regulations of the government and the management of the institution. All financial transactions are audited on yearly basis. The resource mobilization policies of the institution give emphasis to infrastructural developments along with academic enrichment programmes for students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

The IQAC plays a pivotal role in maintaining the quality of academic as well as extracurricular and administrative activities

of the college. The institution envisages a strategic plan of improving the academic performances of the students along with their social commitment and in enhancing the curricular aspects and student support activities. Keeping these in mind, the IQAC actively involves in collecting and analyzing student and stakeholder feedback on various academic, co-curricular and administrative aspects of the college, analyzing them and taking corrective measures whenever necessary. The IQAC ensures the conduct of various programs by the departments as well as clubs and committees. Faculty development programmes are periodically conducted. Consultancy and research are encouraged. IQAC takes efforts in attracting eminent persons to visit the campus and interact with the teachers and students. IQAC collects and properly documented all academic and administrative matters of each department. Proper documentation, consolidation of data and yearly AQAR submission is another important responsibility of the IQAC, and the work with the NAAC working committee to carry out the pre accreditation works of the institute in a time bound manner. Moreover, the IQAC continuously motivates faculty members to participate in FDPs, workshops and seminars/webinars.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 Principal, IQAC and HODs evaluate effectiveness of teaching methods. These get verified at different stages in accordance with syllabus and scheme of examination given by the University. Academic calendar prepared well in advance with plans for the whole academic year. Subject allocation based on the proficiency of the teachers. Time table framed with hours allotted for library, seminar, tutorial and value added programmes. ICT enabled lectures in addition to blackboard lectures. Take measures to enrich the curriculum with guest lectures and industrial visits. Assignments, seminars, projects are given to the students. Effective internal examination and evaluation system. Question papers for the internal tests are framed with a specific pattern of the university. Three internal tests and one model examination will be conducted in every semester. The effectiveness of teaching-

learning process is reviewed on regular basis. Result analysis done every semester. Prompt communication to parents about their ward's performance and attendance. Regular parent-teacher meeting will be conducted. Ensure remedial classes for slow learners. Feedback obtained from students every semester. Proper planning of budget for future semesters results in the improvement in infrastructure, purchase of equipment and maintenance.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/feedback/">http://sreeayyappacollege.com/feedback/</a>
Upload any additional information	No File Uploaded

**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	<a href="http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf">http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

**Gender equity & sensitization in curricular and co-curricular activities are initiated in our college through various activities**

like debates, discussions, seminars. Our curriculum has courses on Gender Sensitization, Human values and Ethics, to enable students to think away from fixed gender discrimination rules of the society. To ensure the safety of students as well as staffs inside the campus, a 24 hour security out post functions in the college gate. As the college road is close to the national highway, a traffic police is deployed as per the requisition of the college management. The college has a women's redressal cell which serves to resolve issues related to women. The cell receives complaints if any relating to harassment either directly or through complaint boxes provided. Those complaints are discussed and directed to the college discipline committee. Personality development programmes are arranged to empower women socially and culturally. Counseling has been given to students who are in stress and distress. The women redressal cell invites resource persons from various fields for psychological counselling of the students. Students come from different psycho-social, economic and cultural environments. Students are given counseling to learn, to create emotional balance to solve problems for their peaceful life.

File Description	Documents
Annual gender sensitization action plan	<a href="#"><u>To conduct sensitization programs for inculcating sense of equality, tolerance and gender awareness among all students To organize workshops and programs for enabling students to be self reliant and develop entrepreneurship skills Ensure holistic development of students in both academic and extracurricular avenues Provide opportunities for social interaction and social service through NSS,UBS,MGNCRE,IIC,Eco club etc</u></a>
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. Any other relevant information	<a href="#"><u>a) CCTV surveillance and 24 hour security system ensures the safety of our students and staff members.Uniform and ID cards are made compulsory for the students to ensure uniformity and a feeling of oneness. b) Counseling - Counseling has been given to students who are in stress and distress. The women redressal cell invites resource persons from various fields for psychological counselling of the students. Students are given counseling to learn, to create emotional balance to solve problems for their peaceful life. c)college has a provision for girls common room where the girls students may relax study and have informal discussions in free time available</u></a>

**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**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#"><u>View File</u></a>
Any other relevant information	<b>No File Uploaded</b>

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

Bio degradable solid waste are collected daily and dumped alternatively in pits excavated in a corner inside the hostel campus area and allowed to decompose. At a later date this is used as biogas for cooking purpose. Waste water from water treatment plant in the administrative block is collected in separate tanks and is used for supplying water in toilets in the lower blocks. Plastic waste generated is segregated at source by the cleaning staff and are handed over to agencies and private bodies for recycling. E-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components. The college disposes of the e-waste as per the norms set by the management. Leaf litter from the college is used as the organic manure for the plant and trees. Napkin destroyer has been installed to dispose sanitary waste. The effluent pits connected with toilets are located away from the water bodies. Regular campus cleaning and beautification are done. Inorganic wastes like concentrated acid or alkaline materials are neutralized before disposal. Chemical liquid waste generated in the lab is collected in separate underground pits which are located away from the water bodies.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded



**7.1.5 - Green campus initiatives include**

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

**B. Any 3 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**D. Any 1 of the above**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

Being a women's only institution, the college takes great efforts in nurturing an inclusive, tolerant and empathetic attitude in our students towards gender, culture and regional differences. Programmes are conducted regularly by various organisations like the National Service Scheme, Women's Cell etc for empowering women, and for sensitizing them on various gender issues. Members of the LGBTQ community are invited as resource persons for interactive sessions to facilitate a better insight into the various problems faced by them and to create a feeling of inclusiveness and empathy in the minds of students towards all human beings beyond gender reservations. Every year Institution organizes several national festivals and birth /death anniversaries of great Indian personalities including pongal, onam , Christmas,womens day, yoga day, Gandhi jayanthi, independence day etc. The National Service Scheme, Women's Cell, as well as departments take initiatives to conduct programmes and awareness classes for on issues relating to national integration, cultural and linguistic harmony and communal inclusivity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Awareness on human values, rights, duties and responsibilities among students and staff members is quintessential in today's scenario. The institution takes all efforts to ensure that such values are instilled in the student as well as staff members through various programs, including Quit India Program advocated by the Govt of India, Pledge on vigilance day, Pledge on Constitutional Day, Significance and sanctity of our national flag, Human Rights Day celebration, Voters Day, National Youth Parliament Debate by various cells/associations/committees. National Service Scheme units conducted webinar on "Equality -Reducing Inequalities, Advancing Human Rights". The college furnishes the procedure about the scholarships to the students belonging to the economic backward community. NSS units motivate the students to offer a helping hand to the society through various activities. Programmes on environmental protection, reforestation, campus cleaning drive etc are periodically conducted by the eco club, MGNCRE etc for ensuring the responsibility of our students in protecting nature.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf">http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf</a>
Any other relevant information	Nil

**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** A. All of the above

**the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Celebration of national or international days and events are deemed necessary for the preservation of our culture and heritage. Commemoration of our great personalities augments the confidence levels of our students. Celebrations of National festivals like Pongal, Onam, Christmas, Holi help the students to understand and appreciate the traditional and cultural values and accommodate themselves to the comprehensive environment. Independence Day and Republic day are celebrated every year in the college in an official manner including flag-hoisting and sweet distribution. Celebrations of World Environment day, International Ozone day, Women's day, World wetlands day, Energy Conservation day, World Mental Health day, World AIDS Day, International day of Biodiversity, Vananamahotsav, World Wildlife week, International day of forest by conducting various programmes help to give an awareness about the importance of sustainable environment. National Science Day is celebrated to initiate motivation in scientific research and generate affinity of science among the interdepartmental students and the students from nearby schools. Faculty members are honoured with wishes and gifts on Teachers' Day. All departments in association with NSS conduct various motivational talks on the occasion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### I EXTENSION, OUTREACH AND COMMUNITY BASED ACTIVITIES

Our institution strives to foster Community Responsibility by reaching out to the marginalized groups with special focus on extension. Numerous extension and outreach activities are carried out for betterment of the society.

The NSS Units of the College has adopted three villages (Villikuri A, Villukuri B, Villukuri C). Nss volunteers visit these villages in person and create awareness of clean drinking water, health and hygiene. Swachh Bharat Mission of the Government is implemented by inviting people to participate in the drive, thereby creating a sense of responsibility among the citizens through this Clean India Movement. Planted more than 3,000 plants in and around the campus and adopted villages. Surveillance Cameras, chairs, LCD Projector, ceiling fans and financial assistance are provided by our NSS units.

Constituted five student volunteer teams in the areas of Hospital Management, Medical Supplies, Psychological Support to People during times of crisis and disasters.

### II WOMEN EMPOWERMENT AND EDUCATION

Empowering Girl students from rural backgrounds through education is the prime motive of our institution. Tutorial and Remedial Systems are followed to keep track of the growth and development of each student. Language Lab helps to impart language proficiency.

File Description	Documents
Best practices in the Institutional website	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>
Any other relevant information	Nil

### 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

The college has provided tremendous thrust and priority to its program of diversity, inclusion and integration. Vision of the college is to mould the students into competent, self-reliant and responsible women. By sensitizing students to the world around them, encouraging critical thinking and providing role models, the college tries to realize its mission. The vision and the mission of the college guide all the activities of the college. While planning activities, thrust is given to application, skill development, career planning, counseling and placement. Remedial teaching, courses for self employment, personality development, legal awareness, scholarships and endowments are some of the initiatives that help enhance student quality. Awareness programs are also conducted regularly on various topics connected with cyber crimes to equip them with the required knowledge to face the challenges of today's world. Besides this, the college continues to conduct programs to promote entrepreneurship and start ups, add on courses etc.

## 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

The academic calendar along with annual plan is prepared by the Committee, headed by the Principal which efficiently allocates time for academic and co-curricular activities. Efforts are made to ensure that the curriculum is implemented effectively and innovatively. This includes factors from the recruitment of faculty, work culture, supervision and review factors during departmental meetings. Academic plans are prepared so as to meet the Course and Program based Outcomes as prescribed by the syllabi. The IQAC took the initiative in setting in place the infrastructures and methodologies through which online classes could be connected and the curriculum could be delivered effectively. IQAC conducted sponsored seminars to improve teaching learning process. The efficient functioning of the remedial system encourages the students to perform well in their studies. Students are encouraged to develop a research interest at the UG and PG level. Student's performance is monitored by regularity in attendance, discussions in class rooms, sensitive observation by teachers, internal assessment tests and continuous evaluation and review of examination results. There is active monitoring of performance by the management through the system of periodic academic audits, and regular feedback from stakeholders including students and parents is analyzed and remedial measures are taken to ensure quality maintenance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

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

The college is affiliated to MS University, Tirunelveli and the evaluation patterns stipulated by the University are strictly

followed. University adopts CBCS system that has two components for assessment. One is internal test and the other is external examination. The continuous formative assessment of the students, involving Centralized Internal Examination system, assignments, seminars as well as internal practical exams for science students is made use of for awarding internal scores. As per the norms of the university three internal tests are conducted in each semester.

Grievances in assessment, if any, are resolved by Department level meetings at the primary level. Retest is conducted for those students who remain absent during the internal examinations due to their participation in NCC, NSS, Sports, or other camps related activities or who are absent due to hospitalization. Owing to the shifting of teaching-learning methods online, internal assessment was also conducted through this medium, with regular test papers and assignments conducted online in order to ensure maximum effectiveness of teaching pedagogies. The institution keenly monitors the performance of students and details of assessment are informed to parents regularly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

**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**

**B. Any 3 of the above**



File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

15

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

3

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

100

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The curriculum prescribed by the University is followed by our college. Every three years, the university revises the syllabus to incorporate issues like professional ethics, gender, human values, environment and sustainability into the regular curriculum of degree level students. The curriculum as prescribed by the University incorporates issues of gender and sexuality in its courses, including papers on 'Environmental studies', and 'Value Based Education' for all first year undergraduate students, 'Computer for Digital era' and 'Yoga' for all second year UG students and 'Personality Development' for all final year UG students. The Women's Cell of the college often conducts talks and workshops related to gender issues, particularly those concerning women. Various programmes related to gender, environment and sustainability, human values and professional ethics are conducted for the benefit of the students. The NSS and the Eco Club focuses on activities that deeply evoke environmental consciousness among the students. Such programmes are further complemented through curriculum specific courses. For sensitizing students about environment and climate change, various clubs such as Eco Club, Science Club, MGNCRE, UBA functioning in the campus take necessary steps by arranging talks, and celebrating various days of importance like Ozone Day, Environment Day, and Science Day.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year****8**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships****347**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://sreeayyappacollege.com/feedback/">http://sreeayyappacollege.com/feedback/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

#### 1.4.2 - Feedback process of the Institution may be classified as follows

#### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://sreeayyappacollege.com/feedback/">http://sreeayyappacollege.com/feedback/</a>

### 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

472

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

##### 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

431

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 effective functioning of the tutorial system allows identifying the learning levels of the students. At the point of entry into college, bridge courses are conducted by the departments following which a test is conducted to assess the learning levels of students. This is also done through Continuous Internal Assessment (CIE). The slow learners thus identified are given remedial classes during which intensive coaching is given to them, enabling them to grasp difficult concepts. Every Friday special coaching is given to slow learners and Reappear (RA) category of students. Slow learners have come out with better performance in the University examinations. Meetings are held in the departments to discuss the performance of students. Special counseling sessions are held for the slow learning students. Advanced learners are also identified through the same process of evaluation. The college keeps track of their performances and rewards them through scholarships, prizes/awards. Workshops are also arranged by the career guidance and counseling cell of the college. Promising students are encouraged to participate in a wide range of academic events, organized by the College or other institutions. Students are encouraged to take part in department, college and inter collegiate level competitions.

File Description	Documents
Paste link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1358	80

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Experiential learning is introduced in the college through the activities of clubs, cells and as well as on the curriculum. Clubs such as Eco Club, Science Club, MGNCRE, SES-REC cell, UBA, and IIC organize various co-curricular and extra-curricular programmes throughout the academic year. Exhibitions are arranged in the college with the intent of creating awareness about issues and subjects.

Participative learning is encouraged among the students through systems like Peer Teaching, in which students who are categorised as advanced learners get the chance to share their expertise with slower learners among their classmates and peers. Projects are undertaken by UG and PG students to enhance learning experience. Students are motivated to present paper, participate in group discussions and seminars and conduct case studies. Students are encouraged in creative writing in magazine. Intercollegiate competitions and seminars were arranged to make them understand the recent trends in their field of study.

Interactive Learning is encouraged among students by motivating students to conduct group discussions and debates. All the infrastructure and facilities available in the campus is student friendly. Seminar hall is equipped with LCD projector and audio facility. To enhance their mental caliber the interdepartmental and inter collegiate quiz competitions is organized.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The teaching-learning process of the college is made interesting with unique features like ICT enabled teaching. This has been made possible with facilities like smart class rooms, language lab, well-equipped seminar hall etc. It encourages both the faculty and the students to explore and exploit the potentialities of the available ICT facilities like smart classroom, interactive classroom and e-learning through internet. The IQAC of the college conducts programmes like talks and discussions from time to time on the effective use of technological tools and e-resources to orient teachers for ICT enabled method of teaching, which improves the teaching-learning process. Beyond this, the demands of the shift to online teaching during the covid-19 pandemic also meant that teachers had to develop ways to effectively deliver the curriculum through platforms such as Google Classroom, creating e-resources that could be made available to students even if they did not have immediate internet connectivity. We believe that we are raising a generation that is breaking barriers in terms of learning through new mediums of learning and learning at a whole new level altogether.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year****80**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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****55**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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)	<a href="#">View File</a>

**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****873**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>



## 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 internal examinations are conducted as per the guidelines issued by Manonmaniam Sundaranar University. Internal examinations are carried out as per the academic calendar and convenient dates announced by the college. Three internal tests were conducted per semester. Study portion announced in the class in advance. Question paper pattern will be based on university examination questions. Answer sheets distributed to the students after valuation to go through to identify their mistakes. Consolidated mark list is displayed at Department notice board at the end of the semester, before uploading the internal marks to the university portal. At the under graduate and post graduate levels, the total marks for the internals in a course is a composite of the marks for internal assessment examination and marks assigned to the students for an assignment or a seminar (either seminar or assignment for under graduates and compulsory seminar and assignment for post graduate students). The internal assessment of the department is thoroughly transparent and is comprehensively communicated to the various stakeholders' viz., students, parents, faculty and the Principal.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

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

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. Performance of the students in the internal tests is individually discussed with the students. The student can seek clarification from the teacher concerned. Before uploading the internal marks in the University website, the mark lists are displayed on the department notice board. Thus, students have the right to know the marks scored for each criterion of assessment. Grievances, if any, are examined and resolved in the department itself. Corrective measures are suggested and suggestions are given for improvement. In case, the student doesn't get justice from her

department, she can approach the Principal. Regarding evaluation of university answer sheets, if there is any complaint, a student has the following options: the students are advised to apply for revaluation if needed, out of syllabus questions in the University examinations are immediately intimated to the Controller of Examinations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>

## 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.

The syllabi prepared by the Board of Studies (BoS) of each subject lists out the programme outcomes and course outcomes that should be attained by the students pursuing each course. The POs, PSOs and COs are uploaded in the website of college for easy reference and updation. The department meetings discuss the program and course outcomes in detail before the beginning of each semester so that the process of knowledge transmission can be done effectively. The progress and performance of the students are monitored through class tests, seminars, assignments, internal tests, practicals, quiz and model tests. Cumulative record of academic performance is maintained for each student by the tutors. Programmes like remedial teaching ensure that the outcomes are attained in an all inclusive manner. Clubs and committies like Career Guidance and Placement cell, Civil service club etc also play an important role in ensuring that the students take curriculum and academic progression seriously. Internal assessment results and the university semester examination results are communicated to the parents personally and in PTA meeting. The slow learners are monitored by their mentors. Due to effective monitoring mechanism followed in the institution, students improve their knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://sreeayyappacollege.com/pso/">http://sreeayyappacollege.com/pso/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The college as well as the Management takes serious efforts to ensure that the programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes through direct and indirect methods. Throughout the year the faculty records the performance of each student. Result analysis is carried out following the semester examinations. The IQAC collects feedback from teachers, students and alumni concerning the syllabus and consolidates the same. The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process. External Assessment is evaluated by external experts, appointed by the University for Viva-Voce and practicals.

Lectures/Seminars/Webinars on curriculum related topics and related subjects as well as themes on personality development, competitive examinations, career counseling and soft skills etc helps the overall development of the students. The Institution collects feedback from students, Alumni and Parents which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, course and syllabus outcomes and to understand the impact of teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

**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****508**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Paste link for the annual report	<b>Nil</b>

**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)**<http://sreeayyappacollege.com/ssss/>**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	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

21

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
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**

The institution ensures an innovative, creative and participatory system of education. Numerous innovative practices are devised to sharpen the skills of our students. IQAC, in association with various departments, and clubs conduct seminars/webinars and workshops on national and international level to provide opportunities for our students to look beyond their curriculum and have a glimpse of the developments happening in various subjects world-wide. The extension activities of the NSS, College Union, various clubs and departments emphasize on fostering leadership qualities, interpersonal relationship, managerial capacities and team work which will help them in building their future career prospects. Institution's Innovation Council (IIC) as per the guidelines of

MoE's Innovation Cell, Government of India is promoting the culture of entrepreneurship and innovations among students to facilitate financial empowerment among them. The Science Laboratories are well equipped to provide the students with facilities for doing practical experiments. Students are encouraged to make use of the Department library facility, in addition to the College library for referencing and for project related works. The journals available in the library is yet another opportunity for students to know more about the latest in research and innovation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>

### 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

28

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

13

File Description	Documents
URL to the research page on HEI website	<a href="http://sreeayyappacollege.com/research/">http://sreeayyappacollege.com/research/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

35

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Activities sensitizing students to local issues like women empowerment, gender bias, environment protection, waste

management, swachatha, health and nutrition etc are carried out by National Service Scheme, Youth Red Cross, IQAC, Unnat Bharat Abhiyan , MGNCRE, women's cell and various departments. The extension activities organized by the college enhance the students' academic learning experiences and inculcate the values and skills in them. The expected impact can be summarized as below: Team work, leadership skills, effective communication skills and effective decision making are just a few things the students learn while participating and organizing various projects and programmes under extension activities. The students get a wonderful platform to mingle with the community and learn about culture, traditions and values of people. Extension activities help the students to contribute to social integration. The extension activity also inculcates the value of gender equality, humanity and notion of equal rights. Some of the extension activities also create awareness about social evils in the society and prepares them for eradicating them. Extension activity also imparts to the students social values and norms. The extension activities are useful in sensitizing social issues like dowry system, superstition, caste based divide and gender inequality.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/nss/">http://sreeayyappacollege.com/nss/</a>
Upload any additional information	No File Uploaded

### 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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

1185

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

Since its inception, the policy of the institution has been to provide all infrastructural facilities to meet the requirement of curricular, co-curricular and extracurricular activities as per the Government/ UGC norms. The institution takes efforts to make campus go-green and eco-friendly. The college has smart classrooms. All the departments are provided with sufficient number of computers with internet facility. The computer lab which consists of 25 computers forms a common platform for all the students to use. The college updates the UG labs in accordance with the syllabus revisions by the University and regular addition of equipment are done every year using the allotted Government and PTA funds. The general library, which

consists of more than 24000 books, is automated with 'libsoft' Software. The library also contains a number of computers set up to form a knowledge hub where students can browse the catalogue and also make use of facilities like INFLIBNET. More number of research journals is subscribed to improve the research culture. Seminar hall can accommodate more than 150 students. The college office, library and the computer lab are automated with LAN facilities. Wi-fi is also provided in the library for all the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://sreeayyappacollege.com/facilities-2/">http://sreeayyappacollege.com/facilities-2/</a>

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

The institution has adequate facilities for sports and games activities of students. The Department of Physical Education takes up many initiatives to promote sports and health related activities and encourages students to actively participate in indoor and outdoor sports activities. The college has a spacious play ground with facilities for kho-kho, kabaddi, badminton and athletics. Students are encouraged to play indoor games like carom, table tennis and chess and are motivated to take part in intercollegiate, zonal and district level competitions. A compact gymnasium is set up with treadmill, gym cycle, gym ball etc. Cultural activities of students are promoted by observing various days of cultural importance through programs and competitions conducted by the College Union and various clubs and committees. The Arts Festival competitions encourage healthy competition among students on their skills and talents and the winners are encouraged to participate in University level competitions. Pongal, Onam, Christmas celebrations create an atmosphere of festivity and colour in the campus, thus providing opportunity for the students to stay in touch with their culture and tradition. Yoga training is provided as a regular activity to the interested staff members and students for enriching their physical, mental and social health.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://sreeayyappacollege.com/facilities-2/">http://sreeayyappacollege.com/facilities-2/</a>

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

6

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://sreeayyappacollege.com/facilities-2/">http://sreeayyappacollege.com/facilities-2/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

3777373

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is located in the main campus with a total seating capacity of 100 and with 24881 available books. Central library of Sree Ayyappa College for Women, is fully digitalized and installed LIBSOFT Library Software for Library Automation Services. This enables to maintain bibliographical records in computerized form, to provide Bibliographical details through single Page enumerative access points of holdings of a library and to provide access to information at a faster rate. The Library implemented Electronic circulation systems of Book issue and return to achieve accuracy, time saving of users, to make stock verification an easy process and to improve operational efficiency. One of the major attractions is its robust On-line Public Access Catalogue (OPAC).E-RESOURCES: Login passwords are provided to users for assessing UGC INFLIBNET-N-LIST resources and E-book accesses through computer or mobile. 5 Computers are providing E- resource facilities for users. N-List - INFLIBNET - Our College has N-list membership. It is under e-ShodhSidhu (UGC e-consortium). The staff and students can access 31,35,000+ ebooks and 6,000+ ejournals freely through this site. NDL - National Digital Library - We have also membership with National Digital Library. CCTV surveillance ensures security.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://sreeayyappacollege.com/overview/">http://sreeayyappacollege.com/overview/</a>

**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**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****32917.5**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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****135**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institution takes care to update its IT facilities like computers, laptops, peripherals and Wifi connectivity periodically to ensure optimal availability of resources to promote innovations in the teaching-learning process and administrative ease. Wifi is provided on campus. Wifi facility is available within the campus for accessing the N-List journal. All departments are provided with computer. Students are allowed to use computer labs and internet facility for doing their projects, assignments and presentations apart from routine practical work. College has provided smart class rooms to promote ICT enabled teaching and LCD projectors for presentations by staff, guests and students. To access e-resources, five computers are provided in the college library. Software available for online submission like e-district, salary - cps, provident fund - epf, for entering internal marks

of the students - exampro with the university. LAN connection is taken in the administrative block for smooth functioning of administrative work. Periodical updating, maintenance and service is done by the technicians.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

72

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

4926794

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The procedures for maintaining and utilising the physical, academic and support facilities of the institution is carried out under a comprehensive system of monitoring and updation at various levels. The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. Executive committee of the management lays down guidelines for all purchases, formulate policy regarding maintenance of the college building. The Principal looks after the facilities and exercises authority through various Heads of the Departments, faculty, administrative staff, lab assistants, librarian, library assistants, etc. Facilities for curricular, co curricular and extracurricular activities are available and often maintained and managed in such a way that they are freely accessible to all the students. The activities are strictly monitored by a member of the faculty, who is in charge of the particular class and designated as their Tutor. The IQAC monitors the totality of the modus operandi related to the optimal use and maintenance of the whole system. The bodies like College Council, Library committee, ICT committee, etc. ensure absolute use of the classrooms, library, IT tools, etc. The enhancement of infrastructure and reinforcement of the existing infrastructure on a continuous basis according to the growing need of the institution are our basic priorities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## 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**

692

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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**

5

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="http://sreeayyappacollege.com/">http://sreeayyappacollege.com/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

415

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

415

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

72

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

225

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at 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.**

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 institution promotes conduct of activities involving active student participation. Academic: Every department has an**

association to organize various events in the respective departments. It functions through the student executive body having the student representation. Clubs: To manage the various activities, all extra-curricular clubs of the college have a student executive body. Magazine: Students are the members of the editorial board of the college magazine. Grievance redressal cell: The cell is specially formed for grievance redressal and has teachers as well as student representatives as its members. College Union: College union has a chairperson, vice-chairperson, secretary, two joint secretaries, fine arts club secretary and two fine arts club joint secretaries and two organizing committee members who are elected every year. Union initiates the college events with the guidance of the Principal and faculty members. Hostel Union: Day to day functioning of the hostel is managed by the students with the guidance of warden and matron of the hostel. Students are actively involved in the conduct of Fresher's day Programme, Celebrations of days of National importance, festivals like Pongal, Onam, Christmas etc, Extension Activities by various clubs and committees, College Day Celebration, Charitable services through department, clubs, National Service Scheme etc.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>
Upload any additional information	<a href="#">View File</a>

### **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**

167

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

The institute networks and collaborates with alumni through the alumni meets. The college alumni meet atleast twice in a year to relive their days in their alma mater and work out action plan for its contribution to the institution. Alumni contributions are received in the form of active interventions in student support activities, distinguished Alumni Lectures etc. Alumni involved in various activities of the college such as: Supporting various programmes of the college, providing feedback on various issues, acting as a correcting force, providing advice and suggestions, providing expertise in academic and administrative matters. The association sponsors cash prize for the rank holders during graduation day function every year. Feedback from alumni helps to improve infrastructure and teaching learning

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**      **E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**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:** To mould our students into competent, self-reliant and responsible women who can act as the redeemers of the society in the years to come. **Mission:** To make the institution a centre of academic excellence, cultural refinement and spiritual enlightenment. The principal, in consultation with the Management members, designs and implements the policy and plans of the college from time to time. All activities organised by the various clubs, committees and associations of the college including National Service Scheme, IiC, Women Cell, MGNCRE, UBA etc as well as activities like remedial teaching, peer teaching, Workshops for self employment, personality development, entrepreneurship programmes, legal awareness classes, scholarships and endowments are planned and executed with aims of ensuring the overall development of our students.

File Description	Documents
Paste link for additional information	<a href="https://sreeayyappacollege.com/academic-calendar-2021-22/">https://sreeayyappacollege.com/academic-calendar-2021-22/</a>
Upload any additional information	No File Uploaded

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

The institution practices a system of decentralised and participative management, in which there is a multi-layer structure that includes the college Management, the Principal and faculty members, and students. The managing board consisting of eleven members including Principal and University representative acts as the apex body which manages the functioning of the college. The college council consisting of the Principal and Heads of the Department discuss and develops plans to match those of the university. Managing body delegates all the academic and operational decisions based on policy to the academic council headed by the principal. Staff council suggests improvements in the design and implementation of the academic plans. Academic council formulates common working procedures and entrusts the implementation with the HODs. HODs

manage the day to day activities of the department. Each department organizes association meetings and provides academic knowledge through eminent resource persons. A team of faculty members and students coordinate the co curricular and extracurricular activities in the college through various clubs like Women's Cell, Youth Club, Rotaract Club, Fine Arts Club, YRC and NSS. Principal who is the administrative head of the institution delegates financial plans and policies to the office superintendent who is the head of the administrative staff.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/organogram/">http://sreeayyappacollege.com/organogram/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution's strategic plan for the 2021-22 was to increase Institutional Social Responsibility, adopt swachata action plan, encourage research, enhance the MOUs and promote startups.

Tying in with the vision of making the students self-reliant, responsible individuals with a keen sense of connection with the community around them, the college has been working to increase the scope of its extension activities. This includes undertaking activities and awareness programmes in the immediate community, student visits to villages adopted by the NSS Units of the college as well as the UBA etc.

We recognised as a member of Beat Covid Campaign initiative by MGNCRE for rendering valuable services in the areas of hospital management, non hospital management, support to covid affected families, medical supplies, psycho social support to covid patients and their family members by the five student volunteer teams during the pandemic.

To encourage and conduct research activities among the faculties and students, Sree Ayyappa Research Forum (SARF) was established during 2021-22.

To promote innovation, Entrepreneurship and startups among



students was another plan of the year. Seven workshops, and eight webinars were conducted in this regard. The inauguration of an Agri- Tech start up named ECO Vibe Agri-Tech was indeed a milestone event.

The inauguration of golden jubilee block (administrative cum research block) was during the year.

Our college has successfully signed MoUs with 2 organizations during 2021-22.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>
Upload any additional information	<a href="#">View File</a>

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.

The organogram of the college begins with the Management, the governing body at the very top of the structure, that also plays the primary role in the recruitment of teaching and non-teaching staff. The next level is the College Committee Principal, following whom are the IQAC and the College Council. The College Council, consisting of Heads of Departments, Librarian, Staff Club Secretary, as well as the IQAC coordinator and supervises the next level - the Heads of the Department. The Heads manage the workings of individual departments and delegate duty to the other faculty members, specifically the class tutors, who manage the students of their classes. The administrative wing of the institution, comprising non-teaching staff, is overseen by the college superintendent. The IQAC ensures quality maintenance and also ensures the efficient functioning of the various clubs, cells and committees of the institution. The convenors of these clubs, cells and committees form the next level in this branch of the hierarchy.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://sreeayyappacollege.com/organogram/">https://sreeayyappacollege.com/organogram/</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

**Teaching Staff:** Leave sanctioned for higher studies under FDP of UGC Duty leaves for attending refresher course, orientation course, seminars, conference and workshop to enhance efficiency of staff. Provision of loan from financial institutions like HDFC, Nationalised Bank, thrift and credit society. Quick Provident fund loan facility is available Festival advances promptly sanctioned Facilities to take loans from employee provident fund. Medical Leave with full pay

**Non-Teaching:** Provision for loan from financial institutions like HDFC, Nationalised Bank, thrift and credit society Compensation leave for extra work done. Quick Provident fund loan facility available Festival advances promptly sanctioned Duty leave for attending official work outside the college, Medical leave with full pay Free medical check-up and medical

insurance through Government Schemes. Festival advance facility proposed by the Government.

**For Students:** Sixteen Endowments and scholarships, Remedial Teaching, Medical Camps and Free medical inspection, Subsidized Food from College Canteen, Access to clean and pure drinking water. Counselling facilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### **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	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **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**

**29**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**The college has carries out performance appraisal for teaching and non-teaching staff members through a multilevel mechanism on yearly basis. To check the efficiency of the teaching**

faculty, self-appraisal system is followed. Annual reports: The annual reports of Departments contain all the activities organized in the department including invited lectures, seminars, as well as the major achievements of the students and the faculty members including result analysis. The lab assistants and their activities are controlled by the Heads of the concerned Department. The Librarian is in charge of the non-teaching staff working in the library. Self appraisal procedure for non-teaching staff is implemented which help them to realize their potentials and failures. Superintendent is the head of the administrative section. She monitors the effective functioning of the office, acts as a mediator between the Principal and the non-teaching staff. The activities of the superintendent are monitored by the Principal. The secretary reviews the overall performance of the administration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 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 accounts of the college are audited periodically by the appropriate authorities. Government auditors conduct the audit of the government related accounts like fees, salary, stipend and grants Director of collegiate education audits and local fund audits are conducted as per government procedure. External chartered accountants audits accounts of the UGC. The audited annual accounts are submitted to the college management board. When there are audit objections it is cleared by administrative staff as and when needed.

Institution has an annual budget prepared by the managing committee. The budget allocates funds for various department and activities of the college. There are also internal and external audits conducted by Government, Heads of the Department and NSS management Changanassery. The governing body monitors financial issues and same is reported in general body meetings. As per the decision of UGC, for UGC funds the external audit is being done by UGC Office, Hyderabad.

**Satisfactory reply and compliance is shown to the various audit objections.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### **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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

**Financial support for academic and non academic activities, purchase and maintenance of resources, infrastructure development and support as well as construction activities are provided by government, donations from well wishers and stake holders (PTA) etc. The members of the teaching faculty substantially contribute to improve the infrastructure development of the institution. They also subscribe to the fund collected for purchasing prizes for the triumphant sports champions and students who pass examinations meritoriously. College store is a profit-making body and the profit gained through the store is utilized for the developmental activities of the college. PTA and alumni associations contribute a great deal towards the development of the college. Alumni association sponsors cash awards for the University rank holders. Being a government-aided institution, it functions in accordance with the rules and regulations of the government and the management**

of the institution. All financial transactions are audited on yearly basis. The resource mobilization policies of the institution give emphasis to infrastructural developments along with academic enrichment programmes for students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC plays a pivotal role in maintaining the quality of academic as well as extracurricular and administrative activities of the college. The institution envisages a strategic plan of improving the academic performances of the students along with their social commitment and in enhancing the curricular aspects and student support activities. Keeping these in mind, the IQAC actively involves in collecting and analyzing student and stakeholder feedback on various academic, co-curricular and administrative aspects of the college, analyzing them and taking corrective measures whenever necessary. The IQAC ensures the conduct of various programs by the departments as well as clubs and committees. Faculty development programmes are periodically conducted. Consultancy and research are encouraged. IQAC takes efforts in attracting eminent persons to visit the campus and interact with the teachers and students. IQAC collects and properly documented all academic and administrative matters of each department. Proper documentation, consolidation of data and yearly AQAR submission is another important responsibility of the IQAC, and the work with the NAAC working committee to carry out the pre accreditation works of the institute in a time bound manner. Moreover, the IQAC continuously motivates faculty members to participate in FDPs, workshops and seminars/webinars.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>



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 Principal, IQAC and HODs evaluate effectiveness of teaching methods. These get verified at different stages in accordance with syllabus and scheme of examination given by the University. Academic calendar prepared well in advance with plans for the whole academic year. Subject allocation based on the proficiency of the teachers. Time table framed with hours allotted for library, seminar, tutorial and value added programmes. ICT enabled lectures in addition to blackboard lectures. Take measures to enrich the curriculum with guest lectures and industrial visits. Assignments, seminars, projects are given to the students. Effective internal examination and evaluation system. Question papers for the internal tests are framed with a specific pattern of the university. Three internal tests and one model examination will be conducted in every semester. The effectiveness of teaching-learning process is reviewed on regular basis. Result analysis done every semester. Prompt communication to parents about their ward's performance and attendance. Regular parent-teacher meeting will be conducted. Ensure remedial classes for slow learners. Feedback obtained from students every semester. Proper planning of budget for future semesters results in the improvement in infrastructure, purchase of equipment and maintenance.

File Description	Documents
Paste link for additional information	<a href="http://sreeayyappacollege.com/feedback/">http://sreeayyappacollege.com/feedback/</a>
Upload any additional information	No File Uploaded

**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	<a href="http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf">http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Gender equity & sensitization in curricular and co-curricular activities are initiated in our college through various activities like debates, discussions, seminars. Our curriculum has courses on Gender Sensitization, Human values and Ethics, to enable students to think away from fixed gender discrimination rules of the society. To ensure the safety of students as well as staffs inside the campus, a 24 hour security out post functions in the college gate. As the college road is close to the national highway, a traffic police is deployed as per the requisition of the college management. The college has a women's redressal cell which serves to resolve issues related to women. The cell receives complaints if any relating to harassment either directly or through complaint boxes provided. Those complaints are discussed and directed to the college discipline committee. Personality development programmes are arranged to empower women socially and culturally. Counseling has been given to students who are in stress and distress. The women redressal cell invites resource persons from various fields for psychological counselling of the students. Students come from different psycho-social, economic and cultural environments. Students are given counseling to learn, to create emotional balance to solve problems for their peaceful life.

File Description	Documents
Annual gender sensitization action plan	<p><u>To conduct sensitization programs for inculcating sense of equality, tolerance and gender awareness among all students</u></p> <p><u>To organize workshops and programs for enabling students to be self reliant and develop entrepreneurship skills</u></p> <p><u>Ensure holistic development of students in both academic and extracurricular avenues</u></p> <p><u>Provide opportunities for social interaction and social service through NSS,UBS,MGNCRE,IIC,Eco club etc</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. Any other relevant information	<p><u>a) CCTV surveillance and 24 hour security system ensures the safety of our students and staff members.Uniform and ID cards are made compulsory for the students to ensure uniformity and a feeling of oneness. b) Counseling - Counseling has been given to students who are in stress and distress. The women redressal cell invites resource persons from various fields for psychological counselling of the students. Students are given counseling to learn, to create emotional balance to solve problems for their peaceful life. c)college has a provision for girls common room where the girls students may relax study and have informal discussions in free time available</u></p>
<b>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</b>	<b>A. 4 or All of the above</b>

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Bio degradable solid waste are collected daily and dumped alternatively in pits excavated in a corner inside the hostel campus area and allowed to decompose. At a later date this is used as biogas for cooking purpose. Waste water from water treatment plant in the administrative block is collected in separate tanks and is used for supplying water in toilets in the lower blocks. Plastic waste generated is segregated at source by the cleaning staff and are handed over to agencies and private bodies for recycling. E-waste generated is given to the authorized dealers who purchase the scrap and reuse the useful components. The college disposes of the e-waste as per the norms set by the management. Leaf litter from the college is used as the organic manure for the plant and trees. Napkin destroyer has been installed to dispose sanitary waste. The effluent pits connected with toilets are located away from the water bodies. Regular campus cleaning and beautification are done. Inorganic wastes like concentrated acid or alkaline materials are neutralized before disposal. Chemical liquid waste generated in the lab is collected in separate underground pits which are located away from the water bodies.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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**

**A. Any 4 or all of the above**

<b>campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li><b>1.Restricted entry of automobiles</b></li> <li><b>2.Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3.Pedestrian-friendly pathways</b></li> <li><b>4.Ban on use of plastic</b></li> <li><b>5.Landscaping</b></li> </ol>	<b>B. Any 3 of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b> <ol style="list-style-type: none"> <li><b>1.Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3.Environment audit</b></li> <li><b>4.Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	<b>A. Any 4 or all of the above</b>

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

**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).**

**Being a women's only institution, the college takes great efforts in nurturing an inclusive, tolerant and empathetic attitude in our students towards gender, culture and regional differences. Programmes are conducted regularly by various**

organisations like the National Service Scheme, Women's Cell etc for empowering women, and for sensitizing them on various gender issues. Members of the LGBTQ community are invited as resource persons for interactive sessions to facilitate a better insight into the various problems faced by them and to create a feeling of inclusiveness and empathy in the minds of students towards all human beings beyond gender reservations. Every year Institution organizes several national festivals and birth /death anniversaries of great Indian personalities including pongal, onam , Christmas,womens day, yoga day, Gandhi jayanthi, independence day etc. The National Service Scheme, Women's Cell, as well as departments take initiatives to conduct programmes and awareness classes for on issues relating to national integration, cultural and linguistic harmony and communal inclusivity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Awareness on human values, rights, duties and responsibilities among students and staff members is quintessential in today's scenario. The institution takes all efforts to ensure that such values are instilled in the student as well as staff members through various programs, including Quit India Program advocated by the Govt of India, Pledge on vigilance day, Pledge on Constitutional Day, Significance and sanctity of our national flag, Human Rights Day celebration, Voters Day, National Youth Parliament Debate by various cells/associations/committees. National Service Scheme units conducted webinar on "Equality -Reducing Inequalities, Advancing Human Rights". The college furnishes the procedure about the scholarships to the students belonging to the economic backward community. NSS units motivate the students to offer a helping hand to the society through various activities. Programmes on environmental protection, reforestation, campus cleaning drive etc are periodically conducted by the eco club, MGNCRE etc for ensuring the responsibility of our students in protecting nature.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf">http://sreeayyappacollege.com/innovtouch/uploads/2023/07/Annual-Report-2021-22.pdf</a>
Any other relevant information	Nil

**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**

**4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Celebration of national or international days and events are deemed necessary for the preservation of our culture and heritage. Commemoration of our great personalities augments the confidence levels of our students. Celebrations of National festivals like Pongal, Onam, Christmas, Holi help the students to understand and appreciate the traditional and cultural values and accommodate themselves to the comprehensive environment. Independence Day and Republic day are celebrated**

every year in the college in an official manner including flag-hoisting and sweet distribution. Celebrations of World Environment day, International Ozone day, Women's day, World wetlands day, Energy Conservation day, World Mental Health day, World AIDS Day, International day of Biodiversity, Vananamahotsav, World Wildlife week, International day of forest by conducting various programmes help to give an awareness about the importance of sustainable environment. National Science Day is celebrated to initiate motivation in scientific research and generate affinity of science among the interdepartmental students and the students from nearby schools. Faculty members are honoured with wishes and gifts on Teachers' Day. All departments in association with NSS conduct various motivational talks on the occasion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### I EXTENSION, OUTREACH AND COMMUNITY BASED ACTIVITIES

Our institution strives to foster Community Responsibility by reaching out to the marginalized groups with special focus on extension. Numerous extension and outreach activities are carried out for betterment of the society.

The NSS Units of the College has adopted three villages (Villikuri A, Villukuri B, Villukuri C). Nss volunteers visit these villages in person and create awareness of clean drinking water, health and hygiene. Swachh Bharat Mission of the Government is implemented by inviting people to participate in the drive, thereby creating a sense of responsibility among the citizens through this Clean India Movement. Planted more than



3,000 plants in and around the campus and adopted villages. Surveillance Cameras, chairs, LCD Projector, ceiling fans and financial assistance are provided by our NSS units.

Constituted five student volunteer teams in the areas of Hospital Management, Medical Supplies, Psychological Support to People during times of crisis and disasters.

## II WOMEN EMPOWERMENT AND EDUCATION

Empowering Girl students from rural backgrounds through education is the prime motive of our institution. Tutorial and Remedial Systems are followed to keep track of the growth and development of each student. Language Lab helps to impart language proficiency.

File Description	Documents
Best practices in the Institutional website	<a href="http://sreeayyappacollege.com/report/">http://sreeayyappacollege.com/report/</a>
Any other relevant information	Nil

### 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

The college has provided tremendous thrust and priority to its program of diversity, inclusion and integration. Vision of the college is to mould the students into competent, self-reliant and responsible women. By sensitizing students to the world around them, encouraging critical thinking and providing role models, the college tries to realize its mission. The vision and the mission of the college guide all the activities of the college. While planning activities, thrust is given to application, skill development, career planning, counseling and placement. Remedial teaching, courses for self employment, personality development, legal awareness, scholarships and endowments are some of the initiatives that help enhance student quality. Awareness programs are also conducted regularly on various topics connected with cyber crimes to equip them with the required knowledge to face the challenges of today's world. Besides this, the college continues to conduct programs to promote entrepreneurship and start ups, add on courses etc.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Include more value added /certificate courses for students for academic flexibility

Incorporation of more society related extension activities.

Strengthening of alumni activities

Conduct extension programmes under the concept of 'Institutional Social Responsibility'.

Facilitating better Placement opportunities for students

Adoption of more villages under various schemes like UBA, NSS, MGNCRE etc.

To increase the number of seminars, workshops and projects various departments for improving and facilitating research activities

Upgrading of library facilities and complete automation of libraries

Improving facilities of Department Libraries

Improving infrastructural facilities and Laboratory facilities in-house and external

Professional training and workshop for faculties and non teaching staffs.