



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

Sengunthar arts and science college

- Name of the Head of the institution **Dr .S .RAVIKUMAR**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **04288-283575**
- Mobile no **9842753229**
- Registered e-mail **info@senguarts.co.in**
- Alternate e-mail **sasciqac@gmail.com**
- Address **Neikkarapatty,Tiruchengode**
- City/Town **Tiruchengode**
- State/UT **Tamilnadu**
- Pin Code **637205**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **Periyar University**
- Name of the IQAC Coordinator **Mr.P.Balamurugan**
- Phone No. **04288283575**
- Alternate phone No. **04288283545**
- Mobile **9787191384**
- IQAC e-mail address **sasciqac@gmail.com**
- Alternate Email address **sasciqac@senguarts.co.in**

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

http://www.senguarts.co.in/uploads/NAAC/AQAR_2019_2020.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

http://www.senguarts.co.in/uploads/NAAC/calendar/Academic_Calendar_2020_2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.70	2016	17/03/2016	16/03/2021

6.Date of Establishment of IQAC

02/10/2014

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
Sengunthar arts and science college	Nil	Nil	Nil	0

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

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

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)

Six value added courses conducted and 65 students attended internship

Our College has been achieved a 100% result in Periyar University Examination during the AY 2020-2021 of Arts and Science submitted the data required by AISHE 2020-21 of the ministry of MHRD on 16.02.2022

online classes have been conducted through google meet and assignments submitted through google classroom.

NGO FUND have been initiated with external agency.

various collobarative initiatives have been initiated during the academic year 2020-2021

ISO 9001:2015 Surveillance audit was conducted

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
Curriculum Enrichment	<ul style="list-style-type: none"> • CBCS Curriculum designed by Periyar University was implemented in 2017- 2018 •
Enhancing the IIC activities	<ul style="list-style-type: none"> • various Activities conducted and achieved 2 star certificate from IIC
Academic and Administrative Audit	.Academic and Administrative audit have been conducted by an External agency
Green,Energy and Environment Audit	Green,Energy and Environment audit have been conducted by an external agency
ISO 9001:2015 certification	Obtained ISO 9001:2015 certificate based on the surveillance audit conducted by BSCIC

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

- Name of the statutory body

Name	Date of meeting(s)
Governing council	13/04/2022

14. Whether institutional data submitted to AISHE

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Governing council	13/04/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	16/02/2022

15.Multidisciplinary / interdisciplinary

As our college is affiliated to Periyar University, Salem we follow the curriculum framed by the affiliating University for all the programs offered by the institution. We create a platform for our students towards multidisciplinary/interdisciplinary approach through curricular and co-curricular activities. Our institute offers value added courses by which students are equipped with multidisciplinary/interdisciplinary concepts.

Inspite of this we encourage our students to carryout multidisciplinary/interdisciplinary projects/internships to meet the global industry standards. Our students also participate in various co-curricular activities like symposium, conference, webinars, workshop etc. organized by our institution as well as other institutions.

16. Academic bank of credits (ABC):

Sengunthar Arts and Science College follows a choice-based credit system for all of its Program as per the guidelines of the affiliating University. As an affiliated college, we would implement Academic bank of credits as per NEP 2020 based on the guidelines of affiliating university.

17. Skill development:

We follow the curriculum and guidelines laid down by our affiliating university (Periyar University, Salem). The practical exposure and experiential skills of the students are developed through the laboratory courses, minor projects, major projects and internships as prescribed in the curriculum. Apart from this, the training and placement cell of our college conducts various programs regularly to improve the soft skills, programming skills, life skills, language and communication skills of the students to make them industry ready.

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

Based on the demand we have started B.A. Tamil program few years back. Our faculty are encouraged to deliver the lectures in both English and Tamil for better understanding of the concepts by the students. One of the best practices of our institution is "Pournami Kaviarangam" where all the students are encouraged to participate in this contest conducted every month. Through this practice our students have participated and won prizes in tamil shows in media. The institution has taken initiative to celebrate various functions/events towards cultural, regional, linguistic, socio-economic diversities so that harmony among the students is well maintained.

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

Our college has initiated and implemented Outcome based education (OBE) as per the affiliating University norms. We have well defined course outcomes (CO) for each course, program outcomes (PO) and program specific outcomes (PSO) for each program. The course outcomes cater to the learning abilities at all level as

per Blooms taxonomy. The course outcomes are designed in such a way to align with PO & PSO. The students' performance is measured through evaluation of CO, PO and PSO attainment by means of internal assessment and external assessment methods. The Course Outcome, Program Outcome and Program Specific Outcome are displayed in the institution website and prominent places in the college.

20.Distance education/online education:

As our college is affiliated to Periyar University, Salem currently distance education programs are not offered. The COVID - 19 pandemic period has created the necessity to use online platform for teaching learning process. Sengunthar Arts and Science College has used online platforms like Google classroom, Zoom, Google meet to carryout regular curricular activities including conduct of examinations as per the guidelines of the affiliating University. Apart from this we have also conducted various co-curricular activities through online mode. Faculty members are also encouraged to attend various webinars, FDP, workshops to keep themselves updated with the technological changes through online mode. Students and teachers have used the online resources effectively to impart education in online mode.

Extended Profile

1.Programme

1.1	649
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1611
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	357
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	684
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	80
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	80
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	63
Total number of Classrooms and Seminar halls	
4.2	71
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	227
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 institution is affiliated to the Periyar University, Salem and it follows the outcome based education system with Elective and CBCS system. Each program is released with a set of syllabus and PO, PSO and CO for every regulation. The syllabus is reviewed by the Academic council and it is mapped with the departments and Institutions Vision and mission. Curriculum follows Bi semester method for the program with 6 semesters for each UG program and 4 semesters for PG program. The university releases the provisional module for the academic semesters and the examinations are planned by the university.

As per the module prepared by the university, the institution prepares the Academic calendar for the respective academic year to focus on the list of working and holidays, Internal Assessment schedules, Institutional events, schedule of industrial visits, symposium and workshops for each department. The calendar is prepared and approved by the Academic Council. At the Academic Council meeting, each department proposes their course actions for the upcoming semester with the proposal and schedule of Bridge course, Value Added Course, and Certificate course and also plans the schedule for curricular events like guest lecture, seminar, Conference, Workshop, Project and Internship required for the batch of students as per the courses demands.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.senguarts.co.in/uploads/AQAR/c1/1.1.1.pdf

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

University also releases an assessment pattern, Assignments, Attendance and continuous internal assessment test, internal marks are uploaded in University Exam portal as per the given assessment schedule Based on this information, the academic calendar is prepared in line with the University academic Schedule and assessment schedule. The Departmental activities are updated in the academic calendar and circulated and displayed in notice board of

respective departments. Delivery of Course With effective from and valid up to date in timetable reflects academic calendar. Based on the time table released for each course, course delivery plan is prepared which ensures the portion coverage by date wise course content plan and plan for completion of portion before respective continuous internal assessment test. The delivery of course is monitored through class committee meeting, student feedback and timely review of course delivery plan and class record by Head of the department to ensure the adherence to the academic calendar.

The continuous internal assessment test schedule is prepared and released as per College calendar by Exam Cell. The conduct of continuous internal assessment test exams is monitored by the Principal and the upload on continuous internal assessment test marks is ensured by HoDs of respective departments and the Principal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.senguarts.co.in/uploads/AQAR/c1/1.1.2.pdf

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

28

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

6

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

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

406

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

1.3 - Curriculum Enrichment

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

The curriculum provided by the Periyar University integrates the environmental issues, technology and Innovations towards sustainability, imparting the knowledge about ethics and human values in their professional career and nation building. In addition to the curriculum the institution makes aware of and strengthens students about professional ethics, gender equity, human values and sustainable environment through professional society activities. In addition to this, the institution provides opportunity for the students for knowledge transfer through The Eco club, EDC, NCC and NSS actively takes part in creating awareness, maintaining and implementation of sustainability activities in the institution. NSS has organised regularly Tree Plantation, Lectures of Experts in this field and clean India mission, Blood Donation Camp, social and cultural activities in the college and adopted villages. The student and faculty ratio based on the gender equity proves the suitability of the institution for women in choosing the institution as their educational and work place. Girl's students are given equal representation in all levels of operations such as women's day celebration, Class committee meetings, Sports and events, Association's chairs and responsibilities in the curricular and co-curricular activities. As a part of curriculum courses like Human resource management, Human Rights, Entrepreneurial Development, Personality Development, yoga for human excellence are offered and through which the student can understand their role in society as a responsible citizen.

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

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

8

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

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

195

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://www.senguarts.co.in/uploads/AQAR/c1/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://senguarts.co.in/uploads/AQAR/c1/1.4.2.pdf

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

433

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

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

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

357

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

2.2 - Catering to Student Diversity

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

Bridge Course

After admission, Bridge courses and Induction Programme are organized for first year students. To adjust students into new environment and familiarize with institution values, Induction Programmes are organized. Bridge Courses focus on catering students of diverse backgrounds; bridge courses are organised for English, Computer science and advanced technologies, every year for regular students. All these courses ensure joyful learning through activities. Advanced learners

Advanced learners

Advanced learners are counselled to improve in their academic ranking to get university ranks and are encouraged to take part in National level / International level technical competitions (design contest, hackathons coding contest, etc.), workshops, seminars, conferences, symposia etc to improve their interpersonal skills, develop and update knowledge on recent technologies.

Slow learners

slow learners in first semester based on Mathematics mark in Plus Two and special coaching is organised for them before Continuous Internal Assessments. Based on university Examination performance, slow learners and advanced learners are categorised in higher semesters. Slow Learners are given special coaching before every Internal Assessment Exams to enhance the learning ability. Slow learners are identified as mentioned above and special coaching for all courses is provided before each CIA tests. After CIA test follow-up and remedial coaching are conducted for underperforming students: if found necessary special classes are also conducted.

File Description	Documents
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c2/Bridge_Course_Advance_Learners_and_%20Slow_Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1611	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Sengunthar Arts and Science College takes continuous efforts making teaching learning process students centric by adopting various learning methodologies from time to time, depending on the necessity demanded by courses other than the conventional method. Experiential learning, participative learning and problem solving methodologies are integral part of the University, Affiliated curriculum. The curriculum prescribed seminar/ case study and mini-project/ project work involves experiential learning, participative learning and problem solving methodologies too. Almost every laboratory course in curriculum involves participatory learning. The students for collaborative groups and they conduct experimental investigations, then interpret the findings and thus arriving results. Also during these courses they interact with faculty and technical staff in conducting experiments. Apart from laboratory courses students are involved in presenting seminars, preparing solutions for case studies and assignments and open discussions in the classroom. Also students are participating in paper presentations, seminars, professional society activities, project presentation, coding contest etc. as group and individuals.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://senguarts.co.in/uploads/AQAR/c2/Teaching_Learning_Process.pdf

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

To facilitate learning without time constraint, to support students learn at their own pace and to effectively engage students inside and outside the classroom environment, all Faculties at Sengunthar Arts and Science College employs ICT tools as demanded by courses and classroom environment.

All the faculty members exhibit the advantage of ICT enabled classrooms for effective teaching and learning. All classrooms are equipped with computers enabled with LAN/WiFi facility, LCD projectors, pointers/remote control and fixed/portable speakers. The entire campus is WiFi enabled and students acquire mobility outgrowing the physical constraints of classrooms.

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

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

2.3.3.1 - Number of mentors

80

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

2.4 - Teacher Profile and Quality

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

80

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

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

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

14

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

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

2.4.3.1 - Total experience of full-time teachers

261

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

2.5 - Evaluation Process and Reforms

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

The college has a separate exam cell to keep a watch on all exam-related activities. The exam cell has its own coordinator and team members to handle all exam-related tasks. The exam cell will run based on the academic calendar, the primary internal exam. Staff members are urged to base their question-writing on the rules and regulations of the university. Staff members have to send their allotment of the invigilation duties, seating arrangements, and schedule of the subjects are done by the exam cell. The exam cell is conducting two internal exams per semester.

Examination patterns, syllabus, schedule, and methods are intimated to the students before starts the exam. The exam cell is conducting both internal theory and practical After the Exam, the staff members are evaluating the paper and the answer script submitted to the students. Students can raise their doubts if they have any grievances. The exam cell has a good transparency system. It will help to make good bonding between the staff and students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has a structured and dynamic Internal Examination Grievance Cell, linking students with the faculty in the continuous evaluation process. The cell follows the guidelines of the affiliated university for conducting internal examination and redressing grievances.

Objectives

Monitor the internal examination process.

- To solve the student's grievances related to internal examination.
- To solve the teacher's grievances related to internal examination.
- Timely conduction of retest for the needy, based on the guidelines from affiliated university.
- Procedure for grievance redressal.
- Students have to approach Internal examination In-charge.
- An application duly stating the grievance is to be submitted to the examination department.
- Having gone through the application, the exam department will forward it to the Principal.
- The Principal in consultation with the concerned faculty will examine it in detail, make a remark on the application before sending it back to the examination department.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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 college has clearly stated the learning outcomes of the Programs and Courses.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

The importance of the learning outcomes has been communicated to the teachers

Various programs are conducted for developing the Objectives and Learning outcomes at the college level

The students are also communicated about the Programme outcomes, Programme Specific Outcomes, and Course outcomes

Program Outcomes (POs): These represent the knowledge, skills, and attitudes the students should have at the end of course completion of their respective programs.

Course Outcomes (COs): It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.

Program Specific Outcomes (PSOs): These are statements that define the outcomes of a program that make students realize the fact that the knowledge and techniques learned in this course have a direct implication for the betterment of society and its sustainability

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://senguarts.co.in/uploads/NAAC/COURSE_OUTCOMES.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Program Outcomes (POs) and Program Specific Outcomes (PSOs) are accomplished through Curriculum. Course Outcomes (COs) are defined for each course and they are mapped to POs and PSOs.

A set of performance evaluation criteria is used for the quantitative assessment of COs. Two Different Methods for Assessment, Evaluation, and Measurement of POs/PSOs

Direct Assessment Methods Indirect Assessment methods

Direct Assessment methods:

Continuous Assessment:

COs are assessed through Assignments, Examinations, and Lab records.

The COs are mapped against each question and CO analysis is carried out by faculty for each course and documented. The contribution of COs is assessed at high, moderate, and low levels, toward the attainment of POs/PSOs.

Semester-end Theory Examinations: The questions in semester-end examinations are tested pertaining to all COs, in varying Bloom's Taxonomy Levels.

File Description	Documents
Upload any additional information	View File
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****684**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://senguarts.co.in/uploads/AQAR/c6/6.5.3.pdf

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

http://senguarts.co.in/uploads/AQAR/c2/Student_Satisfaction_Survey_2020_2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0.47**

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

3

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

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

1

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

3.2 - Innovation Ecosystem**3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

Sengunthar Arts and Science College appreciates and plays an encouraging role in promoting an ecosystem for innovation. Students from both the undergraduate and postgraduate programs are motivated to contribute innovative strategies, products, and program design. The research work in the college is promoted with a special focus on better understanding and wellbeing of the individual and the community. The research outcomes of the faculty and students are published in reputed UGC care listed and Scopus indexed journals with its originality.

Institution Innovation council

Our institution has an active Institution Innovation council; the Institution Innovation council explores the innovative ideas of the students by providing project. Sengunthar Arts and Science College IIC also organizes IPR awareness related workshops to faculty and students of all branches about the role of IP in research and encourages them to patent their innovations.

ED Cell

Economic development of a country is supported by entrepreneurship in several ways. It is a key contributor to innovativeness and product improvement and a pivotal ingredient to employment creation. The College has established an Entrepreneurship Development Cell which addresses all the needs of students to become dynamic entrepreneurs. The ED Cell of the College conducts various awareness programmes such as Seminars, Workshops, Industrial Visits, and Interaction with young Entrepreneurs etc. These programmes are aimed at making the student community more enthusiastic towards entrepreneurial activity.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c3/3.2.1.pdf

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

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

5

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	http://www.senguarts.co.in/?page=cms-page&page_id=33
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

8

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The Sengunthar Arts and Science College has an active NSS and YRC cell that moulds the personality of the students through community service and maintains its social cohesiveness through extended activities in the neighbourhood community to sensitize the students about social issues. The social and economic responsibility among the students is instilled by organizing regular extension activities through NSS, YRC, and NCC. For the academic 2020-21 year the institution NSS unit conducts Eye Check-up camp in the campus for 2 days during the month of November 2021, in that camp 300 members tested their eye visibility status. Swatch Bharat to make the students and the community focused on sanitation and cleanliness, The NSS volunteers insist on the importance of sanitation to the school children through various events in which six vaccination camps was conducted for the benefits of publics and our students and their family members. The college faculty members and students are involved in multifarious activities for promoting the mission and vision of the institution to society. The student has also insisted on the importance of nutrition, yoga and physical fitness among the school children. In view of road safety, helmet awareness, road safety awareness are conducted for the public. Students and faculty members had organized the following extension activities such as blood donation camps, helping old age and orphanage homes,.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c3/3.4.1.pdf
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

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1537

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

7

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The enhancement of infrastructure to promote a good teaching-learning environment is a primary concern of the college. The Institution spreads over 22.5 acres of land with 2,20,000 sq.ft.

of build in area. The campus has excellent infrastructural facilities including separate blocks for Biological Science, Management Science, Computer Science and the main building. The institute has the required learning resources like classrooms, computer lab, and Department libraries, well equipped research laboratories with sophisticated instruments, seminar halls and auditorium. The campus is Wi-Fi enabled with 24/7. Internet facilities are provided to the students and staff. The institute updates the infrastructure and learning resources facilities with the demanding requirement. The details of the infrastructure facility

Additional Facilities

The Additional facilities of pedestrian pathways, Exam Cell, Gym, Landscaped Gardens, Placement Cell, Maintenance Room, Guest House, Vehicle Parking for Students and Staff Members, Transport Depot, Alumni Cell, Medicinal garden, Document Maintenance Room, UPS Facility in the building, First Aid box, Lift, Ramp for physically challenged students, Lawn , Well, Fire Extinguishers, Sprinkler for gardening, Two and Four wheeler parking space for staff and students, Tanker Lorry & Van.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.1.1.pdf

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

The sports union has a wide range of sports clubs including the traditional football and basketball clubs which cater for both men and woman of all abilities. The institution is well equipped with the following sport fields for Indoor and Outdoor.

Sports competitions are among an integral part of the cultural activity of the college. Sports Students are provided with TA/DA

to participate in University, State, and National level events.

Cultural

College organizes various cultural events and competitions where students take lead to conduct and perform. The Institute organizes CASCADE an Annual meet, Youth Day, Women's Day, National Science day, Guru Poornima day etc to inculcate the cultural aspects.

The students are given opportunities to participate and win prizes in contests like Elocution Contest, Drawing Competition, Essay Competition, Mime, Dance, Folklore, Quiz, Silambam organized by inter collegiate and various bodies across the state.

Gym:

The Institute has fully furnished Gym with adequate and modern exercise equipments.

Yoga Center:

The college has established 02 yoga rooms with a capacity of 100. Yoga Centre is available with charts and other facilities for the conduction of yoga sessions, with the help of a well-trained yoga tutor

NSS

The National Service Scheme of SASC functions with 3 NSS Units of 300 students.

NCC

The college also has well organized NCC Army wing units to cater to the needs of inspirational students willing to join the defence services .They also possess musical instruments for practicing ceremonial drill.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.1.2.pdf

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

31

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.1.3Classrooms %20seminarhall with ICT.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0.45

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

4.2 - Library as a Learning Resource

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

The library is partially automated since 2013.

Nature of Automation:

1. KOHA Partially Automated Version (Active)+

The Institute has a well-stocked Library of Books, Magazines, Journals and E-resources. The total built area of central library is 8104sq. ft. with seating capacity is 250.

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Online journals are available for the benefit of research scholars and students. Wi-Fi facility is available in the library for the benefit of students and faculty members.

The Central Library is also a member of INFIBNET, BRITISH COUNCIL, DELNET which gives access to E-Books and full text E- journals both National and International.

Other Library Service facility

A high end Canon Xerox machine is available in library which has the facilities like copying, scanning, and printing.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.77

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

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

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

177

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements.

The our campus has been enabled internet service with 100MBPS bandwidth on 24x7 supports, providing anytime anywhere access to knowledge and learning resources, keeping in line with demand from students and faculty.

Biometric attendance Tracking has been implemented and Staff Attendance reports are tracked on a daily basis at the administrative level.

The internet bandwidth is enhanced from 16 Mbps to 100 Mbps over last two years, so that the academic and research activities can be handled with better connectivity.

Over 361+ LAN points were augmented across the campus computer and office spaces

WiFi Access points provided across the campus in both academic blocks and hostel blocks for 24X7 internet service for enabling students and faculty to stay connected and access the academic content, anywhere in the campus.

Over 300+ Desktops were deployed in the Computer labs across the Campus to giving Computing facility to the Students and Faculty for Hands on practical sessions.

In session 2020-21, 100 new desktop systems (Intel (R) Core (TM) i5-2400 CPU@3.10Ghz , 8 GB RAM, 250 GB HDD) purchased to upgrade computer labs. Also 5 New Epson projectors were purchased to support ICT. These projectors were installed in different classrooms. To maintain computer laboratories, regular purchasing of mouse/RAM and other hardware components were also done.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.3.1IT_facilities_including_Wi-Fi.pdf

4.3.2 - Number of Computers

227

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

62.21

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

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 college operates an extensive infrastructure to deliver its teaching, learning and research programmes. The Institute has an established system for maintenance and utilisation of computers, classrooms, equipment and laboratories in the campus.

A maintenance Committee headed by Principal is responsible for managing all the maintenance activities of the college infrastructure. Staff in-charges, maintenance supervisors, hostel wardens, and IT Administrator are the members of the committee.

Maintenance of Academic Support facilities:

- A proposal is submitted by the HOD to the office.
- It is evaluated by the college office and quotations are invited.
- The quotations are then submitted to the principal for verification.

The College has the following maintenance Committee:

Classrooms

Library

Seminar Halls and Auditoria

Lab Equipment

Sports & Gym :

IT

Maintenance of Physical Facilities:

Transport vehicles

Security:

Water supply:

Plumbing & Electrical maintenance

House keeping

Scrap Disposal Policy

Water Purifiers Parking facilities

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c4/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

132

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

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

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

426

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://www.senguarts.co.in/uploads/AQAR/c5/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

297

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

297

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

5.1.5 - The Institution has a transparent

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

446

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

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)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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

- They will give their suggestions and comments on the various developmental activities of the department.
- Representatives of the students help in coordinating all the events related to academics and other co-curricular & Extra-curricular activities, as per the directives of teaching faculty.
- They do lot of academic administrative work by taking the help of other students.
- They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students.
- College provides necessary support to the council members in organizing & coordinating the events. It encourages the students to develop their leadership skills through these activities.
- Student members in this council can become real heroes and competent managers in future by learning all these skills.
- Students will be representative in Anti ragging committee of the college.

Contribution of the Student Council in Academic Administration

- Coordination in day to day academic activities at their level
- Coordination in communicating the information between students and Teaching faculty.
- Coordination in organizing Cultural events
- Coordination in organizing Sports & Games for the students
- Coordination in arranging Industrial Visits for the students
- Coordination in inviting the external guest speakers and organizing the Seminars & Workshops.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c5/5.3.3_Cultural_Activities.pdf
Upload any additional information	View File

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

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

03

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

5.4 - Alumni Engagement

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

- Students past and present are increasingly seen as continued partners in institutional growth. For students also, alumni are becoming important professional development help rather than just a reunion organizer.
- Alumni could provide financial support directly in the form of donations or indirectly through introductions to potential Donors and active participation in peer to peer fundraising.
- Alumni could provide placements, internships, mentoring and career advice to the current students. Also get sponsorship for student projects, research or courses.
- Alumni could help to bring overall improvement in quality of teaching by sharing their real life feedbacks with the institutional leadership. Additionally, they could provide case study materials and give guest lecturers to bring real life experiences into the classrooms.
- Alumni are the best word-of-mouth marketing opportunity across social and professional networks of our institution. Additionally, interactions and recommendations by Alumni enhance our online profile and facilitate a strong digital presence.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c5/5.4.1.Alumni_meeting.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

To provide quality higher education to the rural at an affordable cost and to mould them with better conduct and character committed to societal needs and national development.

Mission

To be an innovative and an inclusive institution committed to excellence in teaching, research and knowledge transfer and to serve the social, cultural and economic needs of the society and the nation.

Values

Integrity - Social responsibility - Innovation - Excellence -
Diversity - Sustainability The Institution is committed to

- Imparting Quality Education integrating skill development
- Making earnest efforts to promote innovations and quality research
- Creating genuine concern for society and environment that culminates in purposeful extension and outreach activities
- Strengthening the commitment to ethical and moral values of all its stake holders.

To ensure effective governance, the institution has a Governing Body and Board of Management to support all the academic and administrative activities. Principal is the executive head of the institution, followed by the head of the departments. Academic, administrative, co-curricular and extra-curricular activities are conceived, planned and executed by conducting regular meetings and frequent interactions with all the stake holders.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/?page=cms-page&page_id=56
Upload any additional information	View File

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

Institution Practices Decentralization and Participative management . The college provides better opportunity to all the participants in the decision making process.

The Chairman of the institutions is the Top level of management of executive committee followed by secretary & Correspondent assisted by Hon Joint Secretary and treasurer. Principal is the administrative and academic Head, followed by Department heads and faculty members. The Top management gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college.

The Institution enhance the quality at various levels - Management, Governing Council, Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, NCC and NSS. All are working together for efficient functioning of the Institution.

The case study related to such Participative management is

This management pattern is implemented in the following stages of activities involved in the conduct of final exams at the end of every semester:

- Preparation of time-table
- Preparation of list of invigilators
- Preparing the examination venues
- Collecting question paper
- Documenting attendance
- Collection of answer sheets
- Handing over the answer sheets

Various committees are constituted and responsibilities are assigned for planning and implementation of the decision.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/NAAC/oraganoram/6.1.2 Organization Chart.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To ensure quality in the HEI, perspective plans and appropriate strategies based on sound quality policy are developed and implemented. In the background of the analysis of the current in-campus and off-campus scenario, the perspective plans evolved involve strategies relating to teaching- learning, research, extension activities and employability.

Policy and strategies to effectively carry out extension activities were evolved and executed.

Policy: To satisfactorily fulfil the social commitment of the institution through purposeful and effective extensions and outreach programs.

Strategies:

- To encourage students to get involved in extension services under the expert guidance of the faculty, in order to make the knowledge and skill acquired purposeful and also to instill social concern in youth
- To ensure involvement of all departments in the extension activities institutionalise the practice
- To forward proposals from the departments for funding to the management

The proposals are collected by the IQAC for scrutiny and are submitted to the Principal. After their review, the proposals are forwarded to the management, with their recommendation for financial support.

Thus, strategy based implementation has helped in institutionalizing extension activities, making them more purposeful and thereby achieve the vision and mission of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.senguarts.co.in/uploads/GeneralFilesUpload/Strategic_Planning.pdf
Upload any additional information	No File Uploaded

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 Governing Body forms the apex of the organisational structure. The institution also has a Board of Management. All the activities of the institution are carried out only after the approval of the governing body. The chairman is the highest authority and all the others function under him.

The institutional governance is made effective by a decentralised and participative management.

The institution has well-formed rules and regulations for the recruitment, promotion and established service rules.

The Principal is the executive head of the institution and is vested with the powers to ensure the proper conduct of the academic programmes, research and extension activities. Under the leadership and guidance of the Principal, IQAC team, the heads of the departments and other faculty members execute the plans approved by the governing body relating to curricular, co-curricular, extracurricular and other auxiliary activities, for the benefit of all the stake holders.

The non-teaching staff working under the office superintendent, execute all the administrative, academic supportive and other allied services of the institution, under the guidance of the Principal.

The controller of examinations leading the team takes care of the conduct of examinations, evaluation and certification part of the academic unit.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.senguarts.co.in/uploads/NAAC/oraganoram/6.1.2 Organization Chart.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution extends all welfare measures of the UGC and the Government of Tamilnadu to all teaching and non-teaching staff. Apart from this, the institution has the following welfare measures for staffs:

Employee welfare means anything done for the comfort and improvement of the employees, over and above the wages paid. It includes various services, facilities and amenities provided to employees for their betterment.

Employee welfare is in the interest of employee, employer and the society.

- PF contribution by management for faculty working in self financed section

- Health insurance for faculty working in self financed section
- Loans to management staff
- Medical assistance for serious illness of staff
- Medical assistance for accidents of staff
- Scholarships for children (studying in the campus) of management staff
- Fees Waive/ Concession to the needy and deserving children of management staff
- Preference in admission to staff kids in the two schools run by the management in the campus
- Free yoga training to all the teaching and non-teaching staff
- Festival bonus to management staff
- Festival advance to management staff
- Free transport facility provided to the employees.

The food should be provided at actual cost.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/GeneralFilesUpload/Hrpolicy.pdf
Upload any additional information	View File

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

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

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

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

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

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

60

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

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

The Self-Appraisal Report (SAR) of all teaching staff is taken on annual basis using structured questionnaire. Based on the performance and feedback, the principal takes personal interest in guiding the teachers. Senior faculty members of the department groom the new recruits to help them to enhance their teaching and evaluation performance.

The appraisal reports are analyzed and discussed with individual staff members. Major decisions taken based on these appraisals include:

- The faculty strengths are appreciated and corrective measures are suggested for shortcomings by the Principal
- Enhanced increments
- Promotion
- Planning for FDPs
- Increase in the number of submissions of proposals for research and organizing
- conference/seminars/workshops for funding
- Enhancement of IT infrastructure
- Selection of teachers for deputation and heads of various committees

Staff members of our college are given the opportunity to carry out self-assessment which helps them to identify where they stand, and what skills they possess. Staff self-appraisal is carried out through a well-structured staff self-appraisal form, which is to be filled and submitted by each faculty at the end of every academic session. Staffs are also evaluated on the aspects of execution of the responsibilities and their leadership effectiveness .

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

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

Internal audits of the institution are carried out regularly by our internal audit firm Based on the accounts and records submitted by the college office, the firm conducts the internal audits and hands over the reports to the management. The audit reports are prepared every quarterly.

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

audits are performed to ensure that financial statements are prepared in accordance with the relevant accounting standards. The three primary financial statements are:

1. Income statement
2. Balance sheet
3. Cash flow statement

External audits performed by external organizations and third parties, external audits provide an unbiased opinion that internal auditors might not be able to give. External financial audits are utilized to determine any material misstatements or errors in a company's financial statements.

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

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

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

0

File Description	Documents
Annual statements of accounts	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)	View File

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

Sources of funds:

For the institution the resources of funds are:

- Tuition Fee collections from the students
- Fee collections for the other services rendered to the students
- Collections for workshops and skill enhancement activities

Such collections from the students will be kept as the fixed deposits in the college bank accounts.

Mobilizations of funds:

- The short term deposits will be used for the monthly salaries of staff, campus maintenance, resource training, lab consumables, AMC charges for maintenance of Lifts, Air conditioners etc, library books purchases, expenses for workshops, events, club activities, Faculty development and

student skill development programmes, admission process, staff welfare, college promotional expenses etc.

- Loan term deposits will be used for the any infrastructure construction or development at the campus.

Funds utilization strategies:

- According to financial requirement of each department, budget amount will be allocated annually such budget will be discussed.
- Monitoring the establishment of the infrastructure, purchase of equipment's for various labs. Purchase of educational technology aids.
- An independent committee is constituted to take care of additional constructional work.
- Periodic monitoring the utilization of the funds allocated to the departments ensures optimal utilization of the resources according to the plan.

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

6.5 - Internal Quality Assurance System

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

IQAC of the institution plans initiatives for quality enhancement based on the observations of the prevailing trends in the institution and the current developments. Among such practices academic audits and extension activities have been institutionalized.

Academic audit is conducted in all the departments of the institution every year. A preformed having questions and a provision for the recommendation and suggestion of the external subject expert is prepared and circulated. Time limit is given to the departments to conduct the audit. The department faculty work together with the head to get the form filled, and the external expert is invited. The audit is conducted in all departments in the prescribed time span. The suggestions and recommendations of the expert are discussed in the department. The recommendations and suggestions are forward by the departments to IQAC. IQAC after a study of them consolidates them in consultation with an external expert and forward it to the higher authorities to plan the future course of actions.

Academic audits help the departments to know their strength and challenges and IQAC to assess the quality status individually and institution as a whole. It also helps in identifying the best practices that can be evolved and institutionalized.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c6/6.5.3.pdf
Upload any additional information	View File

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

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

The institution has a review mechanism that integrates the reviews of feedback from various stakeholders regarding curriculum and teaching and learning, and learning outcomes. The department wise feedback on teaching-learning process is analysed. A collective consolidated report is also prepared, reviewed and the approval of the Principal and the curriculum committee is also got.

Feedback from different stake holders is collected regularly on curriculum & teaching and learning in all the departments.

Feedback on curriculum from the different stake holders help in fine tuning the curriculum.

Learning outcome is reviewed in

- The departments based on the students' performance in tests conducted for continuous internal assessment, responses in the classes and performance in the competitions
- The passing boards based on the performance of students in the end semester exams
- The placement cell based on the employer feedback Based on all these activities we improve learning outcomes.

Thus institutional reviews open up avenues to better the teaching-learning process, strengthen the structures and methodologies of operations and improve learning outcomes.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.senguarts.co.in/uploads/AQAR/c6/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

At Sengunthar Arts and Science College staff members ,girls and boys students, enjoy the same rights, opportunities, resources and protections. The gender friendly campus builds a harmonious relationship between all students. All programs offered are common to all genders without any bias or reservation. Women and girls are treated with dignity and respect. The Institution provides equitable and inclusive work environment to all employees to have equal opportunities to contribute, benefit and reach their potential.

Internal Women Empowerment Cell (IWEC)

The IWEC is established in Sengunthar Arts and Science College with the prime motive to promote and uphold gender equity and sensitization. IWEC and grievance cum redressal committee provide overall guidance and monitors the peer group in integrating / mainstreaming gender in all activities without any bias. IWEC organizes awareness programmes on various gender issues and gender equity programs.

The promotion of gender equity is reflected by the following facilities/measures, 24x7 CCTV/Cameras covers entire campus for safety reasons proper entry and exit of visitors are registered and closely monitored.

Mentors are allotted for all students (mentor or class advisor is a female faculty for girl students) and they provide personal

guidance/discussions and guidance related to career and placements.

File Description	Documents
Annual gender sensitization action plan	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.1.1.gender action plan taken 20 21.pdf
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	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.1.1.facilities 20 21.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution is conscious of its responsibilities to the environment and has taken the following initiatives in waste management to maintain an eco friendly campus.

Solid Waste Management

The major solid waste which is generated in the campus includes Paper, Leaf litter and Kitchen waste. All departments and classrooms are provided with dustbins for dry wastage which are emptied every evening.

Segregation of waste from the dustbins is done regularly, thus maintaining the campus and keeping it clean and green.

Single sided used papers are reused for writing and printing in all departments. Most of the documents are maintained as soft copy.

Metal and wooden waste is stored and given to authorized scrap agents for further processing.

Liquid Waste Management

Periodic check-up of plumbing lines is undertaken to ensure minimal loss of water due to leakage. Effective reuse of rejects from RO plant is being used for irrigation of trees and plants.

E-waste management

The e- wastes like computers, keyboards, mouse's etc are collected and are replaced/disposed as per the existing AMC. The computers, printers, laboratory equipment etc. are periodically serviced and maintained properly by an Annual Maintenance Contract. UPS Batteries are recharged and replaced by the suppliers.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All 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	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage

A. Any 4 or all 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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Sengunthar Arts and Science College offers an inclusive environment for teaching and learning activities without any prejudice towards cultural, regional, linguistic, communal and socio economic differences. The NSS, NCC, YRC and Social Responsibility Club - Bandham organises community service activities and awareness programs which develops social responsibility among the students. The students engage themselves in the extension activities by visiting orphanages, old age homes, schools and villages. These activities help the students in understanding the social, environmental and cultural factors driving the society and allows them to work on it to create an inclusive environment. The institution offers a barrier free environment and offers equal opportunity and resources for students and staff who follow different cultures, religion, language etc. Linguistic diversity adds new shades of cultural richness in social life, students from various states pursue their degree programmes in the institution and the medium of instruction is English. Different cultural festivals like onam, pongal etc, are celebrated at the Institution which nourishes the cultural diversity and cultural tolerance as a key to social harmony. To nurture communal harmony National Unity Day, Constitution Day,

Independence Day, Republic Day, Vigilance Awareness Week, Voters Day celebrations are organized. To sensitize students in communal and socio economic diversities NSS conducts regular activities and Special Camping programmes.

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

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

Every year Republic day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian constitution. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution. Electoral literacy club and voters awareness forum are created to literate the students and the general public about the democracy. A voters pledge was taken by the students and faculties on national voters day.

The students are inspired by participating in various programs on culture, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the plastic free campus, cleanliness, swachhbharat mission- cleaning, etc. along with the students. The institute conducted blood donation camp jointly with government blood bank. This makes the idea of blood donation a noble gesture as it provides life-saving help to people and patients. Our Institute organized a program International Yoga day celebration, Yoga is a great way to work on your flexibility and strength.

The students and staff conducted road safety pertains to the measures taken to reduce the risk of road traffic injuries and death. It is essential that countries implement measures to make roads safer not only for car occupants, but also for vulnerable road users such as pedestrians, cyclists, and motorcyclists.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.9_Activity.pdf
Any other relevant information	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.9.2.ethics_program.pdf

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Our students are on a mission towards a better India. They come together breaking the boundaries of religion and caste. The institution celebrates Days of National Importance like 'Independence Day' and 'Republic day' with fervour and festivity. One of the most memorable days in Indian history is 15 August. It's the day on which the Indian sub-continent got independence after a long struggle. India only has three national festivals that are celebrated by the whole nation as one. One being the

Independence Day (15 August) and the other two being Republic Day (26 January) and Gandhi Jayanti (2 October). To relive the moment and to enjoy the spirit of freedom and independence we celebrate Independence Day and to remember the sacrifices and lives we have lost in this struggle. Besides, we celebrated it to remind us that this freedom that we enjoy is earned the hard way. Apart from that, the celebration wakes up the patriot inside us. Along with celebration, the young generation is acquainted with the struggles of the people who lived at that time. The main objectives are to develop interaction between society and educational institutions, to sensitize the citizens so that the norms and values of human rights and duties education programme are realized.

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

7.2 - Best Practices

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

1. BEST PRACTICE

TITLE OF THE PRACTICE:

Traditional Food Festival

THE CONTEXT

Traditional food are nutritional rich and supporting health.

OBJECTIVE

The initiative was taken to known the awareness of traditional food.

THE PRACTICE

The traditional food must be home made and nutritional value.

EVIDENCE OF SUCCESS

A considerable amount of increase of the beneficiaries in the traditional food.

OBSTACLES FACED

Initially the students are reluctant to take traditional food they will be doubtful.

IMPACT OF PRACTICE

When traditional food were included in the diet less calories.

RESOURCE REQUIRED

Traditional foods were given to the anemia students and then assay the hemoglobin and it was increase.

2. BEST PRACTICE

TITLE OF THE PRACTICE

Full Moon Poetry Conference

THE CONTEXT

An opportunity to reveal the hidden talents.

OBJECTIVES

Literature is the mirror of life to society.

PRACTICE

poetry, essay, and oratorical competition and develop leadership qualities.

EVIDENCE OF SUCCESS

Beneficiary uses literary books that can give good ideas to the

students and the society.

OBSTACLES FACED

Committing mistakes in their tamil writing, reading and speaking.

IMPACT OF PRACTICE

Poetry, drawing, and essay writing have given the motivation to shine in the fields like lyricist in film and journalism.

RESOURCES REQUIRED

Initiate the students to visit the updated e- source content for their improvement of essay writing, poetry etc.

File Description	Documents
Best practices in the Institutional website	http://www.senguarts.co.in/uploads/AQAR/c7/7.2.Best_Practice1_2020_2021.pdf
Any other relevant information	http://www.senguarts.co.in/uploads/AQAR/c7/7.2.Best_Practice2_2020_2021.pdf

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

Financial aid to deserved students

Financial aid to disabled, meritorious, poor students and refugees students.

- Sengunthar Arts and Science College is located in the rural area, therefore many students who admitted to various courses are from rural area and their parents are unable to provide them a sustained financial support because many of them are farmers, weavers, and daily wages.
- The management committee scrutinizes the application received from the aspirants for the financial support and finalizes the list of eligible students for the financial aid and made an arrangement for deserving students
- The management supports the disabled, meritorious, poor and refugee students and save them from discontinuation of their

education without any discrimination of cast, religion and gender.

- To extend financial aid to the poor and meritorious students, it helps to continue their education. to inculcate the value of kindness and social responsibility among the students.
- The college has a strong bonding with the local people. Our Institution has provided a technical education so that a deserving student is not affected. Our Institute provided good education to develop skills, knowledge and values through well-structured curriculum and instructions.
- Social Responsibility Activities like go green activity through Plantation, Blood Donation, Eye check-up. & distribution of nutritious food, plantation and visiting nearby villages and helping them according to their requirements.

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 institution is affiliated to the Periyar University, Salem and it follows the outcome based education system with Elective and CBCS system. Each program is released with a set of syllabus and PO, PSO and CO for every regulation. The syllabus is reviewed by the Academic council and it is mapped with the departments and Institutions Vision and mission. Curriculum follows Bi semester method for the program with 6 semesters for each UG program and 4 semesters for PG program. The university releases the provisional module for the academic semesters and the examinations are planned by the university.

As per the module prepared by the university, the institution prepares the Academic calendar for the respective academic year to focus on the list of working and holidays, Internal Assessment schedules, Institutional events, schedule of industrial visits, symposium and workshops for each department. The calendar is prepared and approved by the Academic Council. At the Academic Council meeting, each department proposes their course actions for the upcoming semester with the proposal and schedule of Bridge course, Value Added Course, and Certificate course and also plans the schedule for curricular events like guest lecture, seminar, Conference, Workshop, Project and Internship required for the batch of students as per the courses demands.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.senguarts.co.in/uploads/AQAR/c1/1.1.1.pdf

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

University also releases an assessment pattern, Assignments, Attendance and continuous internal assessment test, internal

marks are uploaded in University Exam portal as per the given assessment schedule. Based on this information, the academic calendar is prepared in line with the University academic Schedule and assessment schedule. The Departmental activities are updated in the academic calendar and circulated and displayed in notice board of respective departments. Delivery of Course With effective from and valid up to date in timetable reflects academic calendar. Based on the time table released for each course, course delivery plan is prepared which ensures the portion coverage by date wise course content plan and plan for completion of portion before respective continuous internal assessment test. The delivery of course is monitored through class committee meeting, student feedback and timely review of course delivery plan and class record by Head of the department to ensure the adherence to the academic calendar.

The continuous internal assessment test schedule is prepared and released as per College calendar by Exam Cell. The conduct of continuous internal assessment test exams is monitored by the Principal and the upload on continuous internal assessment test marks is ensured by HoDs of respective departments and the Principal.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.senguarts.co.in/uploads/AQAR/c1/1.1.2.pdf

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

28

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

6

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

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

406

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

1.3 - Curriculum Enrichment

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

The curriculum provided by the Periyar University integrates the environmental issues, technology and Innovations towards sustainability, imparting the knowledge about ethics and human values in their professional career and nation building. In addition to the curriculum the institution makes aware of and strengthens students about professional ethics, gender equity, human values and sustainable environment through professional society activities. In addition to this, the institution provides opportunity for the students for knowledge transfer through The Eco club, EDC, NCC and NSS actively takes part in creating awareness, maintaining and implementation of sustainability activities in the institution. NSS has organised regularly Tree Plantation, Lectures of Experts in this field and clean India mission, Blood Donation Camp, social and cultural activities in the college and adopted villages. The student and faculty ratio based on the gender equity proves the suitability of the institution for women in choosing the institution as their educational and work place. Girl's students are given equal representation in all levels of operations such as women's day celebration, Class committee meetings, Sports and events, Association's chairs and responsibilities in the curricular and co-curricular activities. As a part of curriculum courses like Human resource management, Human Rights, Entrepreneurial Development, Personality Development, yoga for human excellence are offered and through which the student can understand their role in society as a responsible citizen.

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

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

8

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

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

195

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	A. All of the above
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institution from the following stakeholders
Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://www.senguarts.co.in/uploads/AOAR/c1/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://senguarts.co.in/uploads/AOAR/c1/1.4.2.pdf

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

433

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

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

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

357

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

2.2 - Catering to Student Diversity

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

Bridge Course

After admission, Bridge courses and Induction Programme are organized for first year students. To adjust students into new environment and familiarize with institution values, Induction Programmes are organized. Bridge Courses focus on catering students of diverse backgrounds; bridge courses are organised for English, Computer science and advanced technologies, every year for regular students. All these courses ensure joyful learning through activities. Advanced learners

Advanced learners

Advanced learners are counselled to improve in their academic ranking to get university ranks and are encouraged to take part in National level / International level technical competitions (design contest, hackathons coding contest, etc.), workshops, seminars, conferences, symposia etc to improve their interpersonal skills, develop and update knowledge on recent technologies.

Slow learners

slow learners in first semester based on Mathematics mark in Plus Two and special coaching is organised for them before Continuous Internal Assessments. Based on university Examination performance, slow learners and advanced learners are categorised in higher semesters. Slow Learners are given special coaching before every Internal Assessment Exams to enhance the learning ability. Slow learners are identified as mentioned above and special coaching for all courses is provided before each CIA tests. After CIA test follow-up and remedial coaching are conducted for underperforming students:

if found necessary special classes are also conducted.

File Description	Documents
Paste link for additional information	http://senguarts.co.in/uploads/AOAR/c2/Bridge Course Advance Learners and %20Slow Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1611	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Sengunthar Arts and Science College takes continuous efforts making teaching learning process students centric by adopting various learning methodologies from time to time, depending on the necessity demanded by courses other than the conventional method. Experiential learning, participative learning and problem solving methodologies are integral part of the University, Affiliated curriculum. The curriculum prescribed seminar/ case study and mini-project/ project work involves experiential learning, participative learning and problem solving methodologies too. Almost every laboratory course in curriculum involves participatory learning. The students for collaborative groups and they conduct experimental investigations, then interpret the findings and thus arriving results. Also during these courses they interact with faculty and technical staff in conducting experiments. Apart from laboratory courses students are involved in presenting seminars, preparing solutions for case studies and assignments and open discussions in the classroom. Also students are participating in paper presentations, seminars, professional society activities, project presentation, coding contest etc. as group and individuals.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://senguarts.co.in/uploads/AQAR/c2/Teaching_Learning_Process.pdf

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

To facilitate learning without time constraint, to support students learn at their own pace and to effectively engage students inside and outside the classroom environment, all Faculties at Sengunthar Arts and Science College employs ICT tools as demanded by courses and classroom environment.

All the faculty members exhibit the advantage of ICT enabled classrooms for effective teaching and learning. All classrooms are equipped with computers enabled with LAN/WiFi facility, LCD projectors, pointers/remote control and fixed/portable speakers. The entire campus is WiFi enabled and students acquire mobility outgrowing the physical constraints of classrooms.

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

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

2.3.3.1 - Number of mentors

80

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

2.4 - Teacher Profile and Quality

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

80

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

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

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

14

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

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

2.4.3.1 - Total experience of full-time teachers

261

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

2.5 - Evaluation Process and Reforms

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

The college has a separate exam cell to keep a watch on all exam-related activities. The exam cell has its own coordinator and team members to handle all exam-related tasks. The exam cell will run based on the academic calendar, the primary internal exam. Staff members are urged to base their question-writing on the rules and regulations of the university. Staff members have to send theirThe allotment of the invigilation duties, seating arrangements, and schedule of the subjects are done by the exam cell. The exam cell is conducting two internal exams per semester.

Examination patterns, syllabus, schedule, and methods are intimated to the students before starts the exam. The exam cell is conducting both internal theory and practical After the Exam, the staff members are evaluating the paper and the answer script submitted to the students. Students can raise their doubts if they have any grievances. The exam cell has a good transparency system. It will help to make good bonding between the staff and students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has a structured and dynamic Internal Examination Grievance Cell, linking students with the faculty in the continuous evaluation process. The cell follows the guidelines

of the affiliated university for conducting internal examination and redressing grievances.

Objectives

Monitor the internal examination process.

- To solve the student's grievances related to internal examination.
- To solve the teacher's grievances related to internal examination.
- Timely conduction of retest for the needy, based on the guidelines from affiliated university.
- Procedure for grievance redressal.
- Students have to approach Internal examination In-charge.
- An application duly stating the grievance is to be submitted to the examination department.
- Having gone through the application, the exam department will forward it to the Principal.
- The Principal in consultation with the concerned faculty will examine it in detail, make a remark on the application before sending it back to the examination department.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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 college has clearly stated the learning outcomes of the Programs and Courses.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

The importance of the learning outcomes has been communicated to the teachers

Various programs are conducted for developing the Objectives and Learning outcomes at the college level

The students are also communicated about the Programme outcomes, Programme Specific Outcomes, and Course outcomes

Program Outcomes (POs): These represent the knowledge, skills, and attitudes the students should have at the end of course completion of their respective programs.

Course Outcomes (COs): It gives the resultant knowledge and skills the student acquires at the end of each course. It defines the cognitive processes a course provides.

Program Specific Outcomes (PSOs): These are statements that define the outcomes of a program that make students realize the fact that the knowledge and techniques learned in this course have a direct implication for the betterment of society and its sustainability

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://senguarts.co.in/uploads/NAAC/COURSE_OUTCOMES.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Program Outcomes (POs) and Program Specific Outcomes (PSOs) are accomplished through Curriculum. Course Outcomes (COs) are defined for each course and they are mapped to POs and PSOs.

A set of performance evaluation criteria is used for the quantitative assessment of COs. Two Different Methods for Assessment, Evaluation, and Measurement of POs/PSOs

Direct Assessment Methods Indirect Assessment methods**Direct Assessment methods:****Continuous Assessment:**

COs are assessed through Assignments, Examinations, and Lab records.

The COs are mapped against each question and CO analysis is carried out by faculty for each course and documented. The contribution of COs is assessed at high, moderate, and low levels, toward the attainment of POs/PSOs.

Semester-end Theory Examinations: The questions in semester-end examinations are tested pertaining to all COs, in varying Bloom's Taxonomy Levels.

File Description	Documents
Upload any additional information	View File
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**

684

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://senguarts.co.in/uploads/AQAR/c6/6.5.3.pdf

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution**

may design its own questionnaire) (results and details need to be provided as a weblink)

http://senguarts.co.in/uploads/AQAR/c2/Student_Satisfaction_Survey_2020_2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.47

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

1

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

3.2 - Innovation Ecosystem

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

Sengunthar Arts and Science College appreciates and plays an encouraging role in promoting an ecosystem for innovation. Students from both the undergraduate and postgraduate programs are motivated to contribute innovative strategies, products, and program design. The research work in the college is promoted with a special focus on better understanding and wellbeing of the individual and the community. The research outcomes of the faculty and students are published in reputed UGC care listed and Scopus indexed journals with its originality.

Institution Innovation council

Our institution has an active Institution Innovation council; the Institution Innovation council explores the innovative ideas of the students by providing project. Sengunthar Arts and Science College IIC also organize IPR awareness related workshops to faculty and students of all branches about the role of IP in research and encourages them to patent their innovations.

ED Cell

Economic development of a country is supported by entrepreneurship in several ways. It is a key contributor to innovativeness and product improvement and a pivotal ingredient to employment creation. The College has established a Entrepreneurship Development Cell which addresses all the needs of students to become dynamic entrepreneurs. The ED Cell of the

College conducts various awareness programmes such as Seminars, Workshops, Industrial Visits, and Interaction with young Entrepreneurs etc. These programmes are aimed at making the student community more enthusiastic towards entrepreneurial activity.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c3/3.2.1.pdf

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

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

5

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	http://www.senguarts.co.in/?page=cms-page&page_id=33
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

8

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

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

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

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The Sengunthar Arts and Science College has an active NSS and

YRC cell that moulds the personality of the students through community service and maintains its social cohesiveness through extended activities in the neighbourhood community to sensitize the students about social issues. The social and economic responsibility among the students is instilled by organizing regular extension activities through NSS, YRC, and NCC. For the academic 2020-21 year the institution NSS unit conducts Eye Check-up camp in the campus for 2 days during the month of November 2021, in that camp 300 members tested their eye visibility status. Swatch Bharat to make the students and the community focused on sanitation and cleanliness, The NSS volunteers insist on the importance of sanitation to the school children through various events in which six vaccination camps was conducted for the benefits of publics and our students and their family members. The college faculty members and students are involved in multifarious activities for promoting the mission and vision of the institution to society. The student has also insisted on the importance of nutrition, yoga and physical fitness among the school children. In view of road safety, helmet awareness, road safety awareness are conducted for the public. Students and faculty members had organized the following extension activities such as blood donation camps, helping old age and orphanage homes,.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c3/3.4.1.pdf
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

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1537

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

7

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The enhancement of infrastructure to promote a good teaching-learning environment is a primary concern of the college. The Institution spreads over 22.5 acres of land with 2,20,000

sq.ft. of build in area. The campus has excellent infrastructural facilities including separate blocks for Biological Science, Management Science, Computer Science and the main building. The institute has the required learning resources like classrooms, computer lab, and Department libraries, well equipped research laboratories with sophisticated instruments, seminar halls and auditorium. The campus is Wi-Fi enabled with 24/7. Internet facilities are provided to the students and staff. The institute updates the infrastructure and learning resources facilities with the demanding requirement. The details of the infrastructure facility

Additional Facilities

The Additional facilities of pedestrian pathways, Exam Cell, Gym, Landscaped Gardens, Placement Cell, Maintenance Room, Guest House, Vehicle Parking for Students and Staff Members, Transport Depot, Alumni Cell, Medicinal garden, Document Maintenance Room, UPS Facility in the building, First Aid box, Lift, Ramp for physically challenged students, Lawn , Well, Fire Extinguishers, Sprinkler for gardening, Two and Four wheeler parking space for staff and students, Tanker Lorry & Van.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.1.1.pdf

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

The sports union has a wide range of sports clubs including the traditional football and basketball clubs which cater for both men and woman of all abilities. The institution is well equipped with the following sport fields for Indoor and Outdoor.

Sports competitions are among an integral part of the cultural activity of the college. Sports Students are provided with TA/DA to participate in University, State, and National level events.

Cultural

College organizes various cultural events and competitions where students take lead to conduct and perform. The Institute organizes CASCADE an Annual meet, Youth Day, Women's Day, National Science day, Guru Poornima day etc to inculcate the cultural aspects.

The students are given opportunities to participate and win prizes in contests like Elocution Contest, Drawing Competition, Essay Competition, Mime, Dance, Folklore, Quiz, Silambam organized by inter collegiate and various bodies across the state.

Gym:

The Institute has fully furnished Gym with adequate and modern exercise equipments.

Yoga Center:

The college has established 02 yoga rooms with a capacity of 100. Yoga Centre is available with charts and other facilities for the conduction of yoga sessions, with the help of a well-trained yoga tutor

NSS

The National Service Scheme of SASC functions with 3 NSS Units of 300 students.

NCC

The college also has well organized NCC Army wing units to cater to the needs of inspirational students willing to join

the defence services .They also possess musical instruments for practicing ceremonial drill.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.1.2.pdf

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

31

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.1.3Classrooms_%20seminarhall_with_ICT.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0.45

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

4.2 - Library as a Learning Resource

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

The library is partially automated since 2013.

Nature of Automation:

1. KOHA Partially Automated Version (Active)+

The Institute has a well-stocked Library of Books, Magazines, Journals and E-resources. The total built area of central library is 8104sq. ft. with seating capacity is 250.

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Online journals are available for the benefit of research scholars and students. Wi-Fi facility is available in the library for the benefit of students and faculty members.

The Central Library is also a member of INFIBNET, BRITISH COUNCIL, DELNET which gives access to E-Books and full text E-journals both National and International.

Other Library Service facility

A high end Canon Xerox machine is available in library which has the facilities like copying, scanning, and printing.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

B. Any 3 of the above

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

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

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

1.77

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

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

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

177

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements.

The our campus has been enabled internet service with 100MBPS bandwidth on 24x7 supports, providing anytime anywhere access to knowledge and learning resources, keeping in line with demand from students and faculty.

Biometric attendance Tracking has been implemented and Staff Attendance reports are tracked on a daily basis at the administrative level.

The internet bandwidth is enhanced from 16 Mbps to 100 Mbps over last two years, so that the academic and research activities can be handled with better connectivity.

Over 361+ LAN points were augmented across the campus computer and office spaces

WiFi Access points provided across the campus in both academic blocks and hostel blocks for 24X7 internet service for enabling students and faculty to stay connected and access the academic content, anywhere in the campus.

Over 300+ Desktops were deployed in the Computer labs across the Campus to giving Computing facility to the Students and Faculty for Hands on practical sessions.

In session 2020-21, 100 new desktop systems (Intel (R) Core (TM) i5-2400 CPU@3.10Ghz , 8 GB RAM, 250 GB HDD) purchased to upgrade computer labs. Also 5 New Epson projectors were purchased to support ICT. These projectors were installed in different classrooms. To maintain computer laboratories, regular purchasing of mouse/RAM and other hardware components were also done.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://senguarts.co.in/uploads/AQAR/c4/4.3.1IT_facilities_including_Wi-Fi.pdf

4.3.2 - Number of Computers

227

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

4.3.3 - Bandwidth of internet connection in the Institution**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****62.21**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

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 college operates an extensive infrastructure to deliver its teaching, learning and research programmes. The Institute has an established system for maintenance and utilisation of computers, classrooms, equipment and laboratories in the campus.

A maintenance Committee headed by Principal is responsible for managing all the maintenance activities of the college infrastructure. Staff in-charges, maintenance supervisors, hostel wardens, and IT Administrator are the members of the committee.

Maintenance of Academic Support facilities:

- A proposal is submitted by the HOD to the office.
- It is evaluated by the college office and quotations are invited.
- The quotations are then submitted to the principal for verification.

The College has the following maintenance Committee:

Classrooms

Library

Seminar Halls and Auditoria

Lab Equipment

Sports & Gym :

IT

Maintenance of Physical Facilities:

Transport vehicles

Security:

Water supply:

Plumbing & Electrical maintenance

House keeping

Scrap Disposal Policy**Water Purifiers Parking facilities**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c4/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****132**

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****426**

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://www.senguarts.co.in/uploads/AQAR/c5/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

297

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

297

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

5.1.5 - The Institution has a transparent

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

446

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

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)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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

- They will give their suggestions and comments on the various developmental activities of the department.
- Representatives of the students help in coordinating all the events related to academics and other co-curricular & Extra-curricular activities, as per the directives of teaching faculty.
- They do lot of academic administrative work by taking the help of other students.
- They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students.
- College provides necessary support to the council members in organizing & coordinating the events. It encourages the students to develop their leadership skills through these activities.
- Student members in this council can become real heroes and competent managers in future by learning all these skills.
- Students will be representative in Anti ragging committee of the college.

Contribution of the Student Council in Academic Administration

- Coordination in day to day academic activities at their level
- Coordination in communicating the information between students and Teaching faculty.
- Coordination in organizing Cultural events
- Coordination in organizing Sports & Games for the students
- Coordination in arranging Industrial Visits for the students
- Coordination in inviting the external guest speakers and organizing the Seminars & Workshops.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c5/5.3.3_Cultural_Activities.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

03

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

5.4 - Alumni Engagement

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

- Students past and present are increasingly seen as continued partners in institutional growth. For students also, alumni are becoming important professional development help rather than just a reunion organizer.
- Alumni could provide financial support directly in the form of donations or indirectly through introductions to potential Donors and active participation in peer to peer fundraising.
- Alumni could provide placements, internships, mentoring and career advice to the current students. Also get sponsorship for student projects, research or courses.
- Alumni could help to bring overall improvement in quality of teaching by sharing their real life feedbacks with the institutional leadership. Additionally, they could provide case study materials and give guest lecturers to bring real life experiences into the classrooms.
- Alumni are the best word-of-mouth marketing opportunity across social and professional networks of our institution. Additionally, interactions and recommendations by Alumni enhance our online profile and facilitate a strong digital presence.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AOAR/c5/5.4.1.Alumni meeting.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

To provide quality higher education to the rural at an affordable cost and to mould them with better conduct and character committed to societal needs and national development.

Mission

To be an innovative and an inclusive institution committed to excellence in teaching, research and knowledge transfer and to serve the social, cultural and economic needs of the society and the nation.

Values

Integrity - Social responsibility - Innovation - Excellence - Diversity - Sustainability The Institution is committed to

- Imparting Quality Education integrating skill development
- Making earnest efforts to promote innovations and quality research
- Creating genuine concern for society and environment that culminates in purposeful extension and outreach

activities

- Strengthening the commitment to ethical and moral values of all its stake holders.

To ensure effective governance, the institution has a Governing Body and Board of Management to support all the academic and administrative activities. Principal is the executive head of the institution, followed by the head of the departments. Academic, administrative, co-curricular and extra-curricular activities are conceived, planned and executed by conducting regular meetings and frequent interactions with all the stake holders.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/?page=cms-page&page_id=56
Upload any additional information	View File

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

Institution Practices Decentralization and Participative management . The college provides better opportunity to all the participants in the decision making process.

The Chairman of the institutions is the Top level of management of executive committee followed by secretary & Correspondent assisted by Hon Joint Secretary and treasurer. Principal is the administrative and academic Head, followed by Department heads and faculty members. The Top management gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college.

The Institution enhance the quality at various levels - Management, Governing Council, Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, NCC and NSS. All are working together for efficient functioning of the Institution.

The case study related to such Participative management is

This management pattern is implemented in the following stages of activities involved in the conduct of final exams at the end

of every semester:

- Preparation of time-table
- Preparation of list of invigilators
- Preparing the examination venues
- Collecting question paper
- Documenting attendance
- Collection of answer sheets
- Handing over the answer sheets

Various committees are constituted and responsibilities are assigned for planning and implementation of the decision.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/NAAC/oraganoram/6.1.2_Organization_Chart.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To ensure quality in the HEI, perspective plans and appropriate strategies based on sound quality policy are developed and implemented. In the background of the analysis of the current in-campus and off-campus scenario, the perspective plans evolved involve strategies relating to teaching- learning, research, extension activities and employability.

Policy and strategies to effectively carry out extension activities were evolved and executed.

Policy: To satisfactorily fulfil the social commitment of the institution through purposeful and effective extensions and outreach programs.

Strategies:

- To encourage students to get involved in extension services under the expert guidance of the faculty, in order to make the knowledge and skill acquired purposeful and also to instill social concern in youth
- To ensure involvement of all departments in the extension activities institutionalise the practice

- To forward proposals from the departments for funding to the management

The proposals are collected by the IQAC for scrutiny and are submitted to the Principal. After their review, the proposals are forwarded to the management, with their recommendation for financial support.

Thus, strategy based implementation has helped in institutionalizing extension activities, making them more purposeful and thereby achieve the vision and mission of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.senguarts.co.in/uploads/GeneralFilesUpload/Strategic Planning.pdf
Upload any additional information	No File Uploaded

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 Governing Body forms the apex of the organisational structure. The institution also has a Board of Management. All the activities of the institution are carried out only after the approval of the governing body. The chairman is the highest authority and all the others function under him.

The institutional governance is made effective by a decentralised and participative management.

The institution has well-formed rules and regulations for the recruitment, promotion and established service rules.

The Principal is the executive head of the institution and is vested with the powers to ensure the proper conduct of the academic programmes, research and extension activities. Under the leadership and guidance of the Principal, IQAC team, the heads of the departments and other faculty members execute the plans approved by the governing body relating to curricular, co-curricular, extracurricular and other auxiliary activities, for the benefit of all the stake holders.

The non-teaching staff working under the office superintendent, execute all the administrative, academic supportive and other allied services of the institution, under the guidance of the Principal.

The controller of examinations leading the team takes care of the conduct of examinations, evaluation and certification part of the academic unit.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.senguarts.co.in/uploads/NAAC/organogram/6.1.2_Organization_Chart.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution extends all welfare measures of the UGC and the Government of Tamilnadu to all teaching and non-teaching staff. Apart from this, the institution has the following welfare measures for staffs:

Employee welfare means anything done for the comfort

and improvement of the employees, over and above the wages paid. It includes various services, facilities and amenities provided to employees for their betterment.

Employee welfare is in the interest of employee, employer and the society.

- PF contribution by management for faculty working in self financed section
- Health insurance for faculty working in self financed section
- Loans to management staff
- Medical assistance for serious illness of staff
- Medical assistance for accidents of staff
- Scholarships for children (studying in the campus) of management staff
- Fees Waive/ Concession to the needy and deserving children of management staff
- Preference in admission to staff kids in the two schools run by the management in the campus
- Free yoga training to all the teaching and non-teaching staff
- Festival bonus to management staff
- Festival advance to management staff
- Free transport facility provided to the employees.

The food should be provided at actual cost.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/GeneralFilesUpload/Hrpolicy.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/

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

14

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

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

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

60

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

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

The Self-Appraisal Report (SAR) of all teaching staff is taken on annual basis using structured questionnaire. Based on the performance and feedback, the principal takes personal interest in guiding the teachers. Senior faculty members of the department groom the new recruits to help them to enhance their teaching and evaluation performance.

The appraisal reports are analyzed and discussed with individual staff members. Major decisions taken based on these appraisals include:

- The faculty strengths are appreciated and corrective measures are suggested for shortcomings by the Principal
- Enhanced increments
- Promotion
- Planning for FDPs
- Increase in the number of submissions of proposals for research and organizing
- conference/seminars/workshops for funding

- Enhancement of IT infrastructure
- Selection of teachers for deputation and heads of various committees

Staff members of our college are given the opportunity to carry out self-assessment which helps them to identify where they stand, and what skills they possess. Staff self-appraisal is carried out through a well-structured staff self-appraisal form, which is to be filled and submitted by each faculty at the end of every academic session. Staffs are also evaluated on the aspects of execution of the responsibilities and their leadership effectiveness .

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

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

Internal audits of the institution are carried out regularly by our internal audit firm Based on the accounts and records submitted by the college office, the firm conducts the internal audits and hands over the reports to the management. The audit reports are prepared every quarterly.

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

audits are performed to ensure that financial statements are prepared in accordance with the relevant accounting standards. The three primary financial statements are:

1. Income statement
2. Balance sheet
3. Cash flow statement

External audits performed by external organizations and third parties, external audits provide an unbiased opinion that internal auditors might not be able to give. External financial audits are utilized to determine any material misstatements or errors in a company's financial statements.

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

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

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

0

File Description	Documents
Annual statements of accounts	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)	View File

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

Sources of funds:

For the institution the resources of funds are:

- Tuition Fee collections from the students
- Fee collections for the other services rendered to the students
- Collections for workshops and skill enhancement activities

Such collections from the students will be kept as the fixed deposits in the college bank accounts.

Mobilizations of funds:

- The short term deposits will be used for the monthly salaries of staff, campus maintenance, resource training, lab consumables, AMC charges for maintenance of Lifts, Air conditioners etc, library books purchases, expenses for workshops, events, club activities, Faculty development and student skill development programmes, admission process, staff welfare, college promotional expenses etc.
- Loan term deposits will be used for the any infrastructure construction or development at the campus.

Funds utilization strategies:

- According to financial requirement of each department, budget amount will be allocated annually such budget will be discussed.
- Monitoring the establishment of the infrastructure, purchase of equipment's for various labs. Purchase of educational technology aids.
- An independent committee is constituted to take care of additional constructional work.
- Periodic monitoring the utilization of the funds allocated to the departments ensures optimal utilization of the resources according to the plan.

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

6.5 - Internal Quality Assurance System

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

IQAC of the institution plans initiatives for quality enhancement based on the observations of the prevailing trends in the institution and the current developments. Among such practices academic audits and extension activities have been institutionalized.

Academic audit is conducted in all the departments of the institution every year. A preformed having questions and a provision for the recommendation and suggestion of the external subject expert is prepared and circulated. Time limit is given to the departments to conduct the audit. The department faculty work together with the head to get the form filled, and the external expert is invited. The audit is conducted in all departments in the prescribed time span. The suggestions and recommendations of the expert are discussed in the department. The recommendations and suggestions are forward by the departments to IQAC. IQAC after a study of them consolidates them in consultation with an external expert and forward it to the higher authorities to plan the future course of actions.

Academic audits help the departments to know their strength and challenges and IQAC to assess the quality status individually and institution as a whole. It also helps in identifying the best practices that can be evolved and institutionalized.

File Description	Documents
Paste link for additional information	http://www.senguarts.co.in/uploads/AQAR/c6/6.5.3.pdf
Upload any additional information	View File

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

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

The institution has a review mechanism that integrates the

reviews of feedback from various stakeholders regarding curriculum and teaching and learning, and learning outcomes. The department wise feedback on teaching-learning process is analysed. A collective consolidated report is also prepared, reviewed and the approval of the Principal and the curriculum committee is also got.

Feedback from different stake holders is collected regularly on curriculum & teaching and learning in all the departments. Feedback on curriculum from the different stake holders help in fine tuning the curriculum.

Learning outcome is reviewed in

- The departments based on the students' performance in tests conducted for continuous internal assessment, responses in the classes and performance in the competitions
- The passing boards based on the performance of students in the end semester exams
- The placement cell based on the employer feedback Based on all these activities we improve learning outcomes.

Thus institutional reviews open up avenues to better the teaching-learning process, strengthen the structures and methodologies of operations and improve learning outcomes.

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

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

A. All of the above

NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.senguarts.co.in/uploads/AOAR/c6/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

At Sengunthar Arts and Science College staff members ,girls and boys students, enjoy the same rights, opportunities, resources and protections. The gender friendly campus builds a harmonious relationship between all students. All programs offered are common to all genders without any bias or reservation. Women and girls are treated with dignity and respect. The Institution provides equitable and inclusive work environment to all employees to have equal opportunities to contribute, benefit and reach their potential.

Internal Women Empowerment Cell (IWECC)

The IWECC is established in Sengunthar Arts and Science College with the prime motive to promote and uphold gender equity and sensitization. IWECC and grievance cum redressal committee provide overall guidance and monitors the peer group in integrating / mainstreaming gender in all activities without any bias. IWECC organizes awareness programmes on various gender issues and gender equity programs.

The promotion of gender equity is reflected by the following facilities/measures, 24x7 CCTV/Cameras covers entire campus for safety reasons proper entry and exit of visitors are registered and closely monitored.

Mentors are allotted for all students (mentor or class advisor is a female faculty for girl students) and they provide personal guidance/discussions and guidance related to career and placements.

File Description	Documents
Annual gender sensitization action plan	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.1.1.gender_action_plan_taken_20_21.pdf
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	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.1.facilities_20_21.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution is conscious of its responsibilities to the environment and has taken the following initiatives in waste management to maintain an eco friendly campus.

Solid Waste Management

The major solid waste which is generated in the campus includes Paper, Leaf litter and Kitchen waste. All departments and

classrooms are provided with dustbins for dry wastage which are emptied every evening.

Segregation of waste from the dustbins is done regularly, thus maintaining the campus and keeping it clean and green.

Single sided used papers are reused for writing and printing in all departments. Most of the documents are maintained as soft copy.

Metal and wooden waste is stored and given to authorized scrap agents for further processing.

Liquid Waste Management

Periodic check-up of plumbing lines is undertaken to ensure minimal loss of water due to leakage. Effective reuse of rejects from RO plant is being used for irrigation of trees and plants.

E-waste management

The e- wastes like computers, keyboards, mouse's etc are collected and are replaced/disposed as per the existing AMC. The computers, printers, laboratory equipment etc. are periodically serviced and maintained properly by an Annual Maintenance Contract. UPS Batteries are recharged and replaced by the suppliers.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

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

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

Sengunthar Arts and Science College offers an inclusive environment for teaching and learning activities without any prejudice towards cultural, regional, linguistic, communal and socio economic differences. The NSS, NCC, YRC and Social

Responsibility Club - Bandham organises community service activities and awareness programs which develops social responsibility among the students. The students engage themselves in the extension activities by visiting orphanages, old age homes, schools and villages. These activities help the students in understanding the social, environmental and cultural factors driving the society and allows them to work on it to create an inclusive environment. The institution offers a barrier free environment and offers equal opportunity and resources for students and staff who follow different cultures, religion, language etc. Linguistic diversity adds new shades of cultural richness in social life, students from various states pursue their degree programmes in the institution and the medium of instruction is English. Different cultural festivals like onam, pongal etc, are celebrated at the Institution which nourishes the cultural diversity and cultural tolerance as a key to social harmony. To nurture communal harmony National Unity Day, Constitution Day, Independence Day, Republic Day, Vigilance Awareness Week, Voters Day celebrations are organized. To sensitize students in communal and socio economic diversities NSS conducts regular activities and Special Camping programmes.

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

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

Every year Republic day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian constitution. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution. Electoral literacy club and voters awareness forum are created to literate the students and the general public about the democracy. A voters pledge was taken by the students and faculties on national voters day.

The students are inspired by participating in various programs on culture, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on

the plastic free campus, cleanliness, swachhbharat mission-cleaning, etc. along with the students. The institute conducted blood donation camp jointly with government blood bank. This makes the idea of blood donation a noble gesture as it provides life-saving help to people and patients. Our Institute organized a program International Yoga day celebration, Yoga is a great way to work on your flexibility and strength.

The students and staff conducted road safety pertains to the measures taken to reduce the risk of road traffic injuries and death. It is essential that countries implement measures to make roads safer not only for car occupants, but also for vulnerable road users such as pedestrians, cyclists, and motorcyclists.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.9_Activity.pdf
Any other relevant information	http://www.senguarts.co.in/uploads/AQAR/c7/7.1.9.2.ethics_program.pdf

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	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Our students are on a mission towards a better India. They come together breaking the boundaries of religion and caste. The institution celebrates Days of National Importance like 'Independence Day' and 'Republic day' with fervour and festivity. One of the most memorable days in Indian history is 15 August. It's the day on which the Indian sub-continent got independence after a long struggle. India only has three national festivals that are celebrated by the whole nation as one. One being the Independence Day (15 August) and the other two being Republic Day (26 January) and Gandhi Jayanti (2 October). To relive the moment and to enjoy the spirit of freedom and independence we celebrate Independence Day and to remember the sacrifices and lives we have lost in this struggle. Besides, we celebrated it to remind us that this freedom that we enjoy is earned the hard way. Apart from that, the celebration wakes up the patriot inside us. Along with celebration, the young generation is acquainted with the struggles of the people who lived at that time. The main objectives are to develop interaction between society and educational institutions, to sensitize the citizens so that the norms and values of human rights and duties education programme are realized.

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

7.2 - Best Practices

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

1. BEST PRACTICE

TITLE OF THE PRACTICE:

Traditional Food Festival

THE CONTEXT

Traditional food are nutritional rich and supporting health.

OBJECTIVE

The initiative was taken to known the awareness of traditional food.

THE PRACTICE

The traditional food must be home made and nutritional value.

EVIDENCE OF SUCCESS

A considerable amount of increase of the beneficiaries in the traditional food.

OBSTACLES FACED

Initially the students are reluctant to take traditional food they will be doubtful.

IMPACT OF PRACTICE

When traditional food were included in the diet less calories.

RESOURCE REQUIRED

Traditional foods were given to the anemia students and then assay the hemoglobin and it was increase.

2. BEST PRACTICE

TITLE OF THE PRACTICE

Full Moon Poetry Conference

THE CONTEXT

An opportunity to reveal the hidden talents.

OBJECTIVES

Literature is the mirror of life to society.

PRACTICE

poetry, essay, and oratorical competition and develop leadership qualities.

EVIDENCE OF SUCCESS

Beneficiary uses literary books that can give good ideas to the students and the society.

OBSTACLES FACED

Committing mistakes in their tamil writing, reading and speaking.

IMPACT OF PRACTICE

Poetry, drawing, and essay writing have given the motivation to shine in the fields like lyricist in film and journalism.

RESOURCES REQUIRED

Initiate the students to visit the updated e- source content for their improvement of essay writing, poetry etc.

File Description	Documents
Best practices in the Institutional website	http://www.senguarts.co.in/uploads/AOAR/c7/7.2.Best_Practice1_2020_2021.pdf
Any other relevant information	http://www.senguarts.co.in/uploads/AOAR/c7/7.2.Best_Practice2_2020_2021.pdf

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

Financial aid to deserved students

Financial aid to disabled, meritorious, poor students and refugees students.

- Sengunthar Arts and Science College is located in the rural area, therefore many students who admitted to various courses are from rural area and their parents are unable to provide them a sustained financial support because many of them are farmers, weavers, and daily wages.
- The management committee scrutinizes the application received from the aspirants for the financial support and finalizes the list of eligible students for the financial aid and made an arrangement for deserving students
- The management supports the disabled, meritorious, poor and refugee students and save them from discontinuation of their education without any discrimination of cast, religion and gender.
- To extend financial aid to the poor and meritorious students, it helps to continue their education. to inculcate the value of kindness and social responsibility among the students.
- The college has a strong bonding with the local people. Our Institution has provided a technical education so that a deserving student is not affected. Our Institute provided good education to develop skills, knowledge and values through well-structured curriculum and instructions.

- Social Responsibility Activities like go green activity through Plantation, Blood Donation, Eye check-up & distribution of nutritious food, plantation and visiting nearby villages and helping them according to their requirements.

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

7.3.2 - Plan of action for the next academic year

- To enhancing academic excellence.
- Efforts for financial support from various govt. and non govt. funding agencies for the betterment of academic, research and physical facilities in the institution.
- Development of skills of the students by inculcating core values among them through value based education.
- Enhancing social compatibility of students by giving better opportunity of social interaction through activities of NSS, sports and cultural activities.
- To enhance library infrastructure.
- To purchase new equipments for laboratories
- To enhance sports infrastructure.
- To enhance smart classroom.
- Encouraging teachers and students for research activities like to organize and to participate in state or national level seminars, conferences, workshops, etc.
- Improvement in transport facility.
- Plantation of more trees and plants for the greenery and beautification of campus.
- Increase in no. of solar lights, rain harvesting capacity and vermi composite pits to make the campus eco friendly.
- To sign MOUs with various agencies or institutions
- To organize inter college sports competitions.