



YEARLY STATUS REPORT - 2021-2022

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 M.sc,M.phil**
- 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)

https://www.senguarts.co.in/uploads/NAAC/AQAR_2020_2021.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://www.senguarts.co.in/uploads/NAAC/calendar/Academic_Calendar_2021_2022.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 **4**

- 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)

24 Value Added Courses conducted and 841 students attended Internship and Projects.

The institution has been achieved a 90% result in Periyar University Examinations during the academic year 2021-2022

NGO fund have been initiated with external agency

various collaborative initiatives have been initiated during the academic year 2021-2022

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
Green,Energy and Environment Audit	Green,Energy and Environment audit has been conducted by an external agency
Curriculum Enrichment	CBCS curriculum designed by periyar university was implemeted in 2017-2018 and revised in 2021-2022
Academic and Administrative Audit	Academic and Administrative Audit has been conducted by an internal agency
Enhancing the IIC Activities	Various activities conducted and achieved 3.5 star rating certificate from IIC
ISO 2001:2015 Certifications	Obtained ISO 2001:2015 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

Part A

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• if yes, whether it is uploaded in the Institutional website Web link:	https://www.senguarts.co.in/uploads/NAAC/calendar/Academic_Calendar_2021_2022.pdf						
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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	06/01/2023

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. In spite of this we encourage our students to carry out 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 started B.A. Tamil program. 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 Kaviarangaam" 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 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	706
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1316
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	985
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	538
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	82
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	82
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	133
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 of the college and it is mapped with the vision and mission of departments and Institutions. 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 days, 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. In the Academic Council meeting, each department submit their proposal of course actions such as Bridge course, Value Added Course, and Certificate course and also the schedule for curricular events like guest lecture, seminar, Conference, Workshop, Project and Internship which are required for their students of the programs.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c1/1.1.1.pdf

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

Continuous Internal Evaluation Process:

1. Announcement of overall structure schedule of CIE:

The Institution has a Controller of Examination (COE) to oversee the conduct of the Internal Assessment Tests. IA Test dates are

announced one week in advance by the Coordinator to the all departments. Accordingly Timetables are displayed on the department notice boards, institutional websites and through circular and WhatsApp student groups. The syllabus for IA is announced a week in advance by the concerned subject teachers.

1.Setting of Question papers: Faculty set the question paper keeping POs and COs and unitized syllabi and University examination pattern in consideration. Question papers are submitted to COE 8 days before the commencement of the IA test.

2.Conduct of Internal Assessment Test: The Committee conducts the exams in Specific answer booklets which shall be distributed to the departments on the date of the examination.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/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

B. Any 3 of the above

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

29

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)

24

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

1033

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. NSS organises regularly Tree Plantation, clean India mission, Blood Donation Camp, social and cultural activities in the college and adopted villages. The student and faculty ratio is based on gender equity. Girl students are given equal representation in all levels such as, Class committee meetings, Sports and events, Association's chairs and responsibilities in the curricular, cocurricular activities and celebration. 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

13

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

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

841

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	https://www.senguarts.co.in/?page=cms-page&page_id=93
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	https://www.senguarts.co.in/?page=cms-page&page_id=93

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

438

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

389

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

Learning levels of the students is assessed by the respective subject teachers through classroom lectures, oral and written

class tests, assignments, project work, tutorials and remedial classes. On the basis of all the above slow and advanced learners are identified, and specific teaching and Learning methodologies are implemented accordingly for the individual betterment of each student. Slow Learners: slow learners, small groups are formed and remedial and tutorial classes to give them support in the areas in which they are seen as lacking. Additional reading materials are provided. along with books and online resources. Personal, academic, and Career-related counseling is given from time to time. Additional tests are conducted outside the curriculum to assess the learningability of students. This aids in building a culture of teamwork and helps to develop leadership as well as interpersonal skills. Advanced Learners: The teachers of the respective departments also identify and take care of advanced learners so that they excel more and fair better and optimise their potential in academic as well as co-curricular activities. They are encouraged to participate in different intercollege competitions and even at the state or national level. The Faculty help and encourage interested students to write and publish academic papers on various platforms. They are suggested of advanced readings in the relevant topics to enhance their understanding of the subject to enable them to pursue research in future.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1316	82

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

Response: The institution adopts student-centric methods to enhance student involvement as a part of participatory learning and problem-solving methodologies. Students do participate in seminars and quizzes. Some department also conducts field visits, industrial visits, and guest lecture series as part of its student-centric teaching methods. The department ensures that all the students actively participate in the various events conducted by the departments to ensure that the students are enhancing their learning experiences with the activities conducted. The department also make students undertake project work for better experiential learning and to enhance problem solving methodologies.

Faculty members foster a learning environment by engaging in rich experiential teaching content such as experimentation, demonstrations, visual aids, periodic industrial visits, organising exhibitions, and presenting papers.

Student Seminar: Student Seminars are mandatory for all programmes offered at the institute.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.3.1.pdf

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

Response:

Information and communication technology (ICT) has been a part of the educational process. In addition to the talk-and-chalk approach, faculty members use ICT-enabled materials such as PPTs, animated films, and so on. The students were exposed to sophisticated knowledge as well as practical learning. LCD projectors are installed in classrooms, and faculty are urged to use them for PowerPoint presentations in class. ICT solutions like Zoom and Google Meet were used to have parent-teacher meetings and mentormentee sessions. ICT tools were used to organise departmental events such as seminars, quizzes, guest lectures, workshops, and Faculty Development Programs (FDPs). Blended

learning, flipped classrooms, and other e-learning projects benefit our students. Regular practical sessions, access to the digital library, online courses (MOOCS, NPTEL, etc.), online journals, online tests, use of LCD projectors for seminars and workshops, productive use of educational videos, and accessibility of non-print material for students of various disciplines are all part of the ICT-enabled teaching and learning process

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

82

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

82

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

17

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

147

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.

Response:

The institute's internal assessment is exhaustive as per Periyar University norms. The information of it is provided to students and parents at time of each internal and semester examination. To give all students a fair chance, the college holds two internal exams. The internals cover tests, assignments / projects, and attendance. An internal exam coordinator is assigned to assess the quality of the question paper. Experts devise questions and grading schemes. Subject professors help students improve their responses. Errors in personnel or grading are reported. Marks are visible in institutional ERP. Parents and students are informed it. Departments reclaim answer books. Internal audits are routine. Internal uploads via university portals, as well as advanced mentoring, are both robust.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.5.1.pdf

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

Response:

Since students are the main stakeholders , it is our duty to be transparent. Hence forth , Internal and external examination grievances are promptly resolved. Errors in grading are brought to the notice of faculty in time are seriously considered and resolved. Concerned faculty should speak up of it. If the faculty member is unable to resolve the issue, the HOD is alerted. The HOD fixes it. If it's about syllabi or grades, the HOD will investigate fairly. The Examination Committee and the college's Grievance Redressal Cell will act if the matter is significant. The college's Grievance Redressal Cell will investigate it.

External: University-level If the syllabus or grading procedure is incorrect, the university is alerted. The college ensures the Board of Studies or Board of Examiners addresses student concerns. Common complaints to the committee: Re-totalling ,the principal, who is also the chief superintendent of university examination, ensures that the student's issues are addressed. Pre-exam training for students and instructors are given. The students learn how to properly insert and encrypt personal information on the answer

script cover page. Teachers must also check students' data entry. Any concern raised at any level is swiftly addressed

File Description	Documents
Any additional information	View File
Link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

Response:

Periyar University prescribes the syllabus but not the COs or POs. Pos and COs for various programmes are set by statutory bodies. The teaching learning process is more effective when pupils understand the topic's importance.

Course Goals: After discussion with faculty, HODs determine the programme and learning outcomes. It uses Bloom's taxonomy. Outcomes clearly define student expectations for knowledge, abilities, and competencies.

The outcomes are frequently analysed and evaluated for success. Course curriculum assessment methods are chosen to gauge desired outcomes.

The institute fosters evaluative learning through various methods, including teaching undergraduate and graduate students at various levels. However, the institute designs supplementary courses to meet the course outcomes. The programme has increased student academic, co-curricular, sports, and placement activities. Professors attend workshops on Pos and Cos development.

Thus, programme and course outcomes support the institution's vision, mission, and goals. During orientation, department heads highlight the relevance of Pos and Cos, teaching students how to achieve the required performance. The program's outcomes are posted on departmental and institutional boards.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Response:

POs and COs are routinely evaluated by the institution. Program outcome assessment committees evaluate programme and learning results. Outcomes examine and quantify goals. The action plans address the highlighted issues. further, The university assesses the student's achievement both internally and externally.

IAT includes academic assignments, presentations, and other activities. The domain's performance targets/criteria (measurable goals) are also defined. We assess student learning directly and indirectly. seminars are organised to establish educational goals and outcomes.

The faculty can access the programme outcomes and learning outcomes through online/manual. Continuous Assessment (40-60%) of course objectives, learning outcomes, and pedagogy is done.

Program-level assessment includes direct and indirect methods. The curriculum specifies the parameters/learning outcomes to be measured and the desired emphasis throughout programme delivery. It helps to evaluate POs and COs in CIA and compares them to the course and programme grades.

The outcome evaluation identifies gaps between the anticipated goal and the achieved results. The outcome assessment implementation report defines a strategy for the further study.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

488

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/ANUAL_REPORT_22.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)

https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2021_2022sss.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)

0.45

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

2

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

01

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	https://www.indiamart.com/medingers-healthcare-solutions/. https://www.tanscst.tn.gov.in/

3.2 - Innovation Ecosystem

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

The institution has well-established systems for research, development and innovation activities. The institution encourages and develops clarity on concepts like critical free-thinking, creativity and scientific temper. Faculty members serve as catalysts in the process of enabling them to grow in this important aspect. Most importantly, students are encouraged to stay focused on growing through learning. 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 projects. Every year National Science day is celebrated creating awareness to students for encouraging their innovative ideas to bring out.

IIC organizes IPR awareness related workshops to faculty and students of all branches. In addition, IIC aids to develop the entrepreneurial and technical skills among student communities through its activities like funded seminars conducted with eminent technocrats to address the students on Entrepreneurship skill development.

ED Cell

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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/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

9

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://65.0.100.133/rsm/index.php/research/OnlineApplication/sprvsrListPrint/print/2
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

2

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 neighborhood community to sensitize the students about social issues. The college consistently promotes the participation of students and faculty members in socio-friendly extension activities through various cells. The social and economic responsibility among the students is instilled by organizing regular extension activities through NSS, YRC, and NCC. The institution conducts NSS camps in the neighboring villages for 7 days during the month of February/March and conducts social activities for the upliftment of the village. Swachh Bharat to makes the students remain focused on sanitation and cleanliness, Swachh Bharat programs are organized in the neighborhood community. Cleaning of the temple, school, and village are carried out by the NSS team. The NSS volunteers insist on the importance of sanitation to the school children through various events. Various Health Awareness activities like AIDS awareness, Dengue Awareness, Asthma Awareness, Vaccination camp, Blood Donation camp, and Cancer Awareness are created among the rural people.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c3/3.4.1.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

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

5

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**

23

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

2160

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

3.5 - Collaboration

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

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

14

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The enhancement of infrastructure to promote a good teachinglearning environment is a primary concern of the college. The Institution spreads over 22.5 acres of land with 2,20,000 sq.ft.of builtin area. The campus has excellent infrastructural facilities including separate blocks for Biological Science,Management Science, Computer Science and the main building. Theinstitute has the required learning resources like classrooms,computer lab, and Department libraries, well equipped researchlaboratories with sophisticated instruments, seminar halls andauditorium. The campus is Wi-Fi enabled with 24/7. Internetfacilities are provided to the students and staff. The instituteupdates the infrastructure and learning resources facilities withthe demanding requirement. The details of the infrastructure facility Additional Facilities likepedestrian 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, UPSFacility in the building, First Aid box, Lift, Ramp for physicallychallenged students, Lawn , Well, Fire Extinguishers, Sprinklerfor gardening, Two and Four wheeler parking space for staff andstudents, Tanker Lorry & Van and also college permises.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/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 thetraditional football and basketball clubs which cater for both menand woman of all abilities. The institution is well equipped withthe following sport fields for Indoor and Outdoor.Sports competitions are among an integral part of the culturalactivity of the college. Sports Students are provided with TA/DAt 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	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.1.2.pdf

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

50

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.1.3.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)

33.87

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	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.2.1.pdf

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

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)

.26

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

1:14

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

4.3 - IT Infrastructure

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

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. our campus has been enabled with internet service. 100 MBPS bandwidth on 24x7 supports, provides 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.

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) were 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.3.1.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)

47.19

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has established transparent procedures for the utilization and maintenance of all physical, academic support facilities. There are well defined policies for Purchase and Maintenance of facilities. The Laboratories and Library have a detailed SOP aiding the various processes in their daily transactions. The Purchase or the Replacement of the equipment is based on the inputs from various stakeholders like students and staff through feedback, maintenance books and suggestion boxes.

The complaints registered are followed up and rectified by in-house maintenance staff' The supervisor takes care of electrical, plumbing, carpentry or any other related maintenance work of the campus.

The College has a full time electrician to handle day-to-day issues of malfunction of the electrical equipment. The gardener maintains the landscape campus gardens. The College security operations are supervised by security officers provides security throughout the College campus round the clock

A maintenance register are maintained by each respective laboratory. The computers, Wi-Fi facilities in classrooms, LAN connectivity is maintained and upgraded regularly by the IT team. IT team maintains the contracts with the suppliers of ICT based instrumentation, and up gradation of hardware, and softwares.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AOAR/21_22/c4/addtionalinfo/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**

85

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**

493

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	https://www.senguarts.co.in/uploads/AQAR/21_22/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

1181

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

1181

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

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

A. All of the above

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

387

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

87

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	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

3

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

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

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution.

- Representatives of the each class students will be member in the Department Academic council. They will act as the representatives of the complete class students.
- 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 direction given by 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	https://senguarts.co.in/uploads/AQAR/21_22/c5/5.3.2.pdf
Upload any additional information	View File

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

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

25

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

Sengunthar Arts and Science College Alumni Association Is registered under section 10 of the Tamil Nadu Societies Registration Act 1975 with registration number SRG/31/2000/Namakkal/7/3/2000. Alumni Association is the backbone of the institution. The institution has a rich history of successful students. The Alumni Association has regular interaction with management. The institution keeps the best track of alumni throughout the year. The Alumni Association provides an interface to establish the link, extend their support to the existing students and helping them in various academic and co-

academic activities. The Alumni are currently employed in various positions globally. The institution approves the members of Alumni Associations as President, Vice president, Secretary, Joint-secretary, Treasurer and members. Alumni Association of our institution conducts the department wise alumni meet annually. The alumni members give their feedbacks about curricular aspects, infrastructure development, needed training programmes, placement etc. The Alumni who qualified the competitive examinations motivate the students and guide them. They also act as Non financial sponsors for the events carried out in college like seminars, workshops, conferences, project expo etc. They also donate the books for the college library as well as for the poor students.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/alumni/Registration.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	https://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 Chairman of is Top level of management Executive Committee followed by Secretary & Correspondent assisted by 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
- Collection of question paper
- Documenting of 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	https://www.senguarts.co.in/?page=cms-page&page_id=65
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	https://www.senguarts.co.in/uploads/GeneralFilesUpload/Strategic_Planning.pdf
Upload any additional information	View File

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

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 others are functioning 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	https://www.senguarts.co.in/naacsasc/All_documents/c6/6.2/6.2.1/hr_policy.pdf
Link to Organogram of the institution webpage	https://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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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.

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 staff:

- 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 is provided at actual cost.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.3.1welfarecomple.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

17

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

3

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

71

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

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

The 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.3.5selfappraisal.pdf
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.

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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.4.1Internalexternalfinancialaudits.pdf
Upload any additional information	View File

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

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

00

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

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

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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.4.3mobilizationoffunds.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

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 proforma 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 forwarded 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	https://www.senguarts.co.in/uploads/AOAR/21_22/c6/ANUAL_REPORT_22.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	https://www.senguarts.co.in/uploads/AOAR/21_22/c6/6.5.2teachinglearning.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.senguarts.co.in/naacsasc/All_document/c6/6.5/6.5.1/3.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

Response:

In the institution women and men, girls and boys, 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 an equitable and inclusive work environment for all employers to have equal opportunities to contribute, benefit and reach their potential.

Internal Women Empowerment Cell (IWEC)

The IWEC is established in the institution with the prime motive to promote and uphold gender equity and sensitization. IWEC and the grievance cum redressal committee provide overall guidance and monitor the peer group in integrating 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, 24x7 CCTV covering the entire campus for safety reasons proper entry and exit of visitors are registered and closely monitored. Proper lighting, security and transportation facilities are provided for students and faculty members when they extend working hours for academic and research activities. IWEC functions for addressing Women's/girls' grievances. Mentors are allotted for all students.

File Description	Documents
Annual gender sensitization action plan	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.1_Gender_Equity.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	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.1_women_facility.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

B. Any 3 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

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. Paper free communication in its extreme priority is being practiced in the campus. From the kitchen and mess the food waste is collected for further beneficial use/disposal.

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, 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. Printer Cartridges are generally refilled and it is returned to the suppliers when refilling is not possible. All damaged or non-functional electronic materials are returned to 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 A. Any 4 or all of the above

**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 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).

The institution offers an inclusive environment for teaching and learning activities without any prejudice towards cultural, regional, 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 the Indian constitution. Independence day is also celebrated every year to highlight the struggle of freedom and importance of the Indian constitution. Electoral literacy club and voters awareness forum are created to literate the students and the general public about democracy. A voters pledge was taken by the students and faculties on national voters day. The students are inspired to participate in various programs on culture, values, duties, and responsibilities by inviting prominent people. The institute conducts awareness programs on the plastic free campus, cleanliness, swachhbharat mission-cleaning, etc. along with the students. The institute conducts blood donation camps jointly with the government blood bank. This makes the idea of blood donation a noble gesture as it provides life-saving help to people and patients. The Institute

organizes International Yoga day celebration, as Yoga is a great way to work on one's flexibility and strength. The students and staff conduct road safety program pertaining 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.9_Sensitization.pdf
Any other relevant information	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.9.Sensitization_Rights.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

Students of the institution 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 fervor and festivity. One of the most memorable days in Indian history is 15th August. It's the day on which the Indian subcontinent got independence after a long struggle. India only has three national festivals that are celebrated by the whole nation as one being 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 and to remember the sacrifices and lives lost in this struggle. Besides, It is celebrated to remind us that this freedom that is enjoyed is earned the hard way. Apart from that, the celebration wakes up the patriot inside the young minds. 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 the duties of the education programmes 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.

Best Practice - I

1. Title of the Practice

Career Oriented Skill Development Training Modules

2. Objective of the practice

Skill development training modules to create the best career opportunity for students.

3. The Context

Training to transcend in a conductive learning environment that ensures to achieve an employability quotient with quality job placement.

4. The Practice

Skill based training courses that cater to the requirements of various professional fields are practised.

5. Evidence of Success

Skill developed modules have improved the student's success rate.

6. Problems Encountered and Resources Required

Students at the times to face problems in getting permission from their parents.

Further in a tightly scheduled semester pattern of teaching, time management has been found to be one of the biggest challenges.

Best Practice - II

1. Title of the Practice

Encouraging students for social services

2. Objectives of the Practice

To create awareness and motivate students for voluntary non-remunerated blood donation.

3. The Context

The institution promote blood donation for a healthy atmosphere as a healthy mind in a healthy body.

4. The Practice

The Government Hospital (Tiruchengode) is located nearer to the

college. Whenever any person in need of blood approaches the college, the students or staff members will help the patients by donating the blood voluntarily.

5. Evidence of Success

The students and staff members are ready to help in emergency situations through their voluntary blood donations.

6. Problems Encountered & Resources Required

The continuous awareness campaign creates a positive environment to spread the value of blood donation.

File Description	Documents
Best practices in the Institutional website	https://www.senguarts.co.in/?page=cms-page&page_id=102
Any other relevant information	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.2.SUPPORTING.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

- The institution provides a good amount of financial assistance every year with the objective of rendering financial and other assistance to needy and deserving students of the college.
- The institution is located in a rural area; therefore, many students who are admitted to various courses are from rural areas, and their parents are unable to provide them sustained financial support because many of them are farmers or weavers and earn daily wages.
- Concessions are given to poor and meritorious students admitted to colleges and hostels. Concessions in fees and encouragement are given to the outstanding players.
- To provide financial assistance to needy students who are financially weak to save them from discontinuing their studies.
- To financially support all deserving students without any

discrimination based on gender.

- To promote "equality" among the students
- To inculcate the values of "generosity" and a "sense of social responsibility" among the students.
- A concession is offered to a Sri Lankan refugee student who has been admitted to this institution.
- Various educational concessions are given to needy students with unique individual problems.
- The management committee scrutinises the applications received from the aspirants for financial support, finalises the list of eligible students for financial aid, and makes an arrangement for deserving students.

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 of the college and it is mapped with the vision and mission of departments and Institutions. 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 days, 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. In the Academic Council meeting, each department submit their proposal of course actions such as Bridge course, Value Added Course, and Certificate course and also the schedule for curricular events like guest lecture, seminar, Conference, Workshop, Project and Internship which are required for their students of the programs.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c1/1.1.1.pdf

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

Continuous Internal Evaluation Process:

1. Announcement of overall structure schedule of CIE:

The Institution has a Controller of Examination (COE) to oversee the conduct of the Internal Assessment Tests. IA Test dates are announced one week in advance by the Coordinator to the all departments. Accordingly Timetables are displayed on the department notice boards, institutional websites and through circular and WhatsApp student groups. The syllabus for IA is announced a week in advance by the concerned subject teachers.

1.Setting of Question papers: Faculty set the question paper keeping POs and COs and unitized syllabi and University examination pattern in consideration. Question papers are submitted to COE 8 days before the commencement of the IA test.

2.Conduct of Internal Assessment Test: The Committee conducts the exams in Specific answer booklets which shall be distributed to the departments on the date of the examination.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/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

B. Any 3 of the above

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

29

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)

24

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

1033

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. NSS organises regularly Tree Plantation, clean India mission, Blood Donation Camp, social and cultural activities in the college and adopted villages. The student and faculty ratio is based on gender equity. Girl students are given equal representation in all levels such as, Class committee meetings, Sports and events, Association's chairs and responsibilities in the curricular, cocurricular activities and celebration. 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

13

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

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

841

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	https://www.senguarts.co.in/?page=cms-page&page_id=93
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	https://www.senguarts.co.in/?page=cms-page&page_id=93

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

438

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

389

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

Learning levels of the students is assessed by the respective subject teachers through classroom lectures, oral and written class tests, assignments, project work, tutorials and remedial classes. On the basis of all the above slow and advanced learners are identified, and specific teaching and Learning methodologies are implemented accordingly for the individual betterment of each student. Slow Learners: slow learners, small groups are formed and remedial and tutorial classes to give them support in the areas in which they are seen as lacking. Additional reading materials are provided. along with books and online resources. Personal, academic, and Career-related counseling is given from time to time. Additional tests are conducted outside the curriculum to assess the learning ability of students. This aids in building a culture of teamwork and helps to develop leadership as well as interpersonal skills. Advanced Learners: The teachers of the respective departments also identify and take care of advanced learners so that they excel more and fair better and optimise their potential in academic as well as co-curricular activities. They are encouraged to participate in different intercollege competitions and even at the state or national level. The Faculty help and encourage interested students to write and publish academic papers on various platforms. They are suggested of advanced readings in the relevant topics to enhance their understanding of the subject to enable them to pursue research in future.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1316	82

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

Response: The institution adopts student-centric methods to enhance student involvement as a part of participatory learning and problem-solving methodologies. Students do participate in seminars and quizzes. Some department also conducts field visits, industrial visits, and guest lecture series as part of its student-centric teaching methods. The department ensures that all the students actively participate in the various events conducted by the departments to ensure that the students are enhancing their learning experiences with the activities conducted. The department also make students undertake project work for better experiential learning and to enhance problem solving methodologies.

Faculty members foster a learning environment by engaging in rich experiential teaching content such as experimentation, demonstrations, visual aids, periodic industrial visits, organising exhibitions, and presenting papers.

Student Seminar: Student Seminars are mandatory for all programmes offered at the institute.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.3.1.pdf

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

description in maximum of 200 words

Response:

Information and communication technology (ICT) has been a part of the educational process. In addition to the talk-and-chalk approach, faculty members use ICT-enabled materials such as PPTs, animated films, and so on. The students were exposed to sophisticated knowledge as well as practical learning. LCD projectors are installed in classrooms, and faculty are urged to use them for PowerPoint presentations in class. ICT solutions like Zoom and Google Meet were used to have parent-teacher meetings and mentormentee sessions. ICT tools were used to organise departmental events such as seminars, quizzes, guest lectures, workshops, and Faculty Development Programs (FDPs). Blended learning, flipped classrooms, and other e-learning projects benefit our students. Regular practical sessions, access to the digital library, online courses (MOOCs, NPTEL, etc.), online journals, online tests, use of LCD projectors for seminars and workshops, productive use of educational videos, and accessibility of non-print material for students of various disciplines are all part of the ICT-enabled teaching and learning process

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

82

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

82

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

17

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

147

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.

Response:

The institute's internal assessment is exhaustive as per Periyar University norms. The information of it is provided to students and parents at time of each internal and semester examination. To give all students a fair chance, the college holds two internal exams. The internals cover tests, assignments / projects, and attendance. An internal exam coordinator is assigned to assess the quality of the question paper. Experts devise questions and grading schemes. Subject professors help students improve their responses. Errors in personnel or grading are reported. Marks are visible in institutional ERP. Parents and students are informed it. Departments reclaim answer books. Internal audits are routine. Internal uploads via university portals, as well as advanced mentoring, are both robust.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.5.1.pdf

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

Response:

Since students are the main stakeholders, it is our duty to be transparent. Hence forth, Internal and external examination grievances are promptly resolved. Errors in grading are brought

to the notice of faculty in time are seriously considered and resolved. Concerned faculty should speak up of it. If the faculty member is unable to resolve the issue, the HOD is alerted. The HOD fixes it. If it's about syllabi or grades, the HOD will investigate fairly. The Examination Committee and the college's Grievance Redressal Cell will act if the matter is significant. The college's Grievance Redressal Cell will investigate it. External: University-level If the syllabus or grading procedure is incorrect, the university is alerted. The college ensures the Board of Studies or Board of Examiners addresses student concerns. Common complaints to the committee: Re-totalling ,the principal, who is also the chief superintendent of university examination, ensures that the student's issues are addressed. Pre-exam training for students and instructors are given. The students learn how to properly insert and encrypt personal information on the answer script cover page. Teachers must also check students' data entry. Any concern raised at any level is swiftly addressed

File Description	Documents
Any additional information	View File
Link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

Response:

Periyar University prescribes the syllabus but not the COs or POs. Pos and COs for various programmes are set by statutory bodies. The teaching learning process is more effective when pupils understand the topic's importance.

Course Goals: After discussion with faculty, HODs determine the programme and learning outcomes. It uses Bloom's taxonomy. Outcomes clearly define student expectations for knowledge, abilities, and competencies.

The outcomes are frequently analysed and evaluated for success. Course curriculum assessment methods are chosen to gauge desired outcomes.

The institute fosters evaluative learning through various methods, including teaching undergraduate and graduate students at various levels. However, the institute designs supplementary courses to meet the course outcomes. The programme has increased student academic, co-curricular, sports, and placement activities. Professors attend workshops on Pos and Cos development.

Thus, programme and course outcomes support the institution's vision, mission, and goals. During orientation, department heads highlight the relevance of Pos and Cos, teaching students how to achieve the required performance. The program's outcomes are posted on departmental and institutional boards.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Response:

POs and COs are routinely evaluated by the institution. Program outcome assessment committees evaluate programme and learning results. Outcomes examine and quantify goals. The action plans address the highlighted issues. further, The university assesses the student's achievement both internally and externally.

IAT includes academic assignments, presentations, and other activities. The domain's performance targets/criteria (measurable goals) are also defined. We assess student learning directly and indirectly. seminars are organiseto establish educational goals and outcomes.

The faculty can access the programme outcomes and learning outcomes through online/manual. Continuous Assessment (40-60%) of course objectives, learning outcomes, and pedagogy is done.

Program-level assessment includes direct and indirect methods. The curriculum specifies the parameters/learning outcomes to be measured and the desired emphasis throughout programme delivery. It helps to evaluate POs and COs in CIA and compares them to the course and programme grades.

The outcome evaluation identifies gaps between the anticipated goal and the achieved results. The outcome assessment implementation report defines a strategy for the further study.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

488

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/ANUAL_REPORT_22.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)

https://www.senguarts.co.in/uploads/AQAR/21_22/c2/2021_2022sss.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)****0.45**

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****2**

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****01**

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	https://www.indiamart.com/medingers-healthcare-solutions/ , https://www.tanscst.tn.gov.in/

3.2 - Innovation Ecosystem

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

The institution has well-established systems for research, development and innovation activities. The institution encourages and develops clarity on concepts like critical free-thinking, creativity and scientific temper. Faculty members serve as catalysts in the process of enabling them to grow in this important aspect. Most importantly, students are encouraged to stay focused on growing through learning. 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 projects. Every year National Science day is celebrated creating awareness to students for encouraging their innovative ideas to bring out.

IIC organizes IPR awareness related workshops to faculty and students of all branches. In addition, IIC aids to develop the entrepreneurial and technical skills among student communities through its activities like funded seminars conducted with eminent technocrats to address the students on Entrepreneurship skill development.

ED Cell

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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/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

9

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://65.0.100.133/rsm/index.php/research/OnlineApplication/sprvsrListPrint/print/2
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

2

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 neighborhood community to sensitize the students about social issues. The college consistently promotes the participation of students and faculty members in socio-friendly extension activities through various cells. The social and economic responsibility among the students is instilled by organizing regular extension activities through NSS, YRC, and NCC. The institution conducts NSS camps in the neighboring villages for 7 days during the month of February/March and conducts social activities for the upliftment of the village. Swachh Bharat to makes the students remain focused on sanitation and cleanliness, Swachh Bharat programs are organized in the neighborhood community. Cleaning of the temple, school, and village are carried out by the NSS team. The NSS volunteers insist on the importance of sanitation to the school children through various events. Various Health Awareness activities like AIDS awareness, Dengue Awareness, Asthma Awareness, Vaccination camp, Blood Donation camp, and Cancer Awareness are created among the rural people.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c3/3.4.1.pdf
Upload any additional information	View File

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

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

5

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

23

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

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

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

2160

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

3.5 - Collaboration

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

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

14

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The enhancement of infrastructure to promote a good teachinglearning environment is a primary concern of the college. The Institution spreads over 22.5 acres of land with 2,20,000 sq.ft.of builtin area. The campus has excellent infrastructural facilities including separate blocks for Biological Science,Management Science, Computer Science and the main building. Theinstitute has the required learning resources like classrooms,computer lab, and Department libraries, well equipped researchlaboratories with sophisticated instruments, seminar halls andauditorium. The campus is Wi-Fi enabled with 24/7. Internetfacilities are provided to the students and staff. The instituteupdates the infrastructure and learning

resources facilities with the demanding requirement. The details of the infrastructure facility Additional Facilities like 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 and also college permits.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/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 women 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 yogatutor

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	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.1.2.pdf

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

50

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.1.3.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)

33.87

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	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.2.1.pdf

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

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)

.26

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

1:14

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

4.3 - IT Infrastructure

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

4.3.1 Institution frequently updates its IT facilities includingWi-Fi

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

campus has been enabled with internet service. 100 MBPS bandwidth on 24x7 supports, provides 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.

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) were 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/4.3.1.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)

47.19

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has established transparent procedures for the utilization and maintenance of all physical, academic support facilities. There are well defined policies for Purchase and Maintenance of facilities. The Laboratories and Library have a detailed SOP aiding the various processes in their daily transactions. The Purchase or the Replacement of the equipment is based on the inputs from various stakeholders like students and staff through feedback, maintenance books and suggestion boxes.

The complaints registered are followed up and rectified by in-house maintenance staff. The supervisor takes care of electrical, plumbing, carpentry or any other related maintenance work of the campus.

The College has a full time electrician to handle day-to-day issues of malfunction of the electrical equipment. The gardener maintains the landscape campus gardens. The College security operations are supervised by security officers provides security throughout the College campus round the clock

A maintenance register are maintained by each respective laboratory. The computers, Wi-Fi facilities in classrooms, LAN connectivity is maintained and upgraded regularly by the IT team. IT team maintains the contracts with the suppliers of ICT based instrumentation, and up gradation of hardware, and softwares.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c4/addtionalinfo/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

85

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**493**

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	https://www.senguarts.co.in/uploads/AQAR/21_22/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**1181****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****1181**

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 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

A. All of the above

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

387

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

87

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	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural

activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

3

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

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

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution.

- Representatives of the each class students will be member in the Department Academic council. They will act as the representatives of the complete class students.
- 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 direction given by 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	https://senguarts.co.in/uploads/AQAR/21_22/c5/5.3.2.pdf
Upload any additional information	View File

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year

25

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

Sengunthar Arts and Science College Alumni Association Is registered under section 10 of the Tamil Nadu Societies Registration Act 1975 with registration number SRG/31/2000/Namakal/7/3/2000. Alumni Association is the backbone of the institution. The institution has a rich history of successful students. The Alumni Association has regular interaction with management. The institution keeps the best track of alumni throughout the year. The Alumni Association provides an interface to establish the link, extend their support to the existing students and helping them in various academic and co-academic activities. The Alumni are currently employed in various positions globally. The institution approves the members of Alumni Associations as President, Vice president, Secretary, Joint-secretary, Treasurer and members. Alumni Association of our institution conducts the department wise alumni meet annually. The alumni members give their feedbacks about curricular aspects, infrastructure development, needed training programmes, placement etc. The Alumni who qualified the competitive examinations motivate the students and guide them. They also act as Non financial sponsors for the events carried out in college like seminars, workshops, conferences, project expo etc. They also donate the books for the college library as well as for the poor students.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/alumni/Registration.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	https://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 Chairman of is Top level of management Executive Committee followed by Secretary & Correspondent assisted by 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
- Collection of question paper
- Documenting of 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	https://www.senguarts.co.in/?page=cms-page&page_id=65
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	https://www.senguarts.co.in/uploads/GeneralFilesUpload/Strategic_Planning.pdf
Upload any additional information	View File

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

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 others are functioning 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	https://www.senguarts.co.in/naacsasc/All_document/c6/6.2/6.2.1/hr_policy.pdf
Link to Organogram of the institution webpage	https://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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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.

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 staff:

- 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 is provided at actual cost.

File Description	Documents
Paste link for additional information	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.3.1welfarecompd.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

17

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

3

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

71

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

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

The 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.3.5selfappraisal.pdf
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.

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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.4.1Internalexternalfinancialaudits.pdf
Upload any additional information	View File

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

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

00

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

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

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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.4.3mobilizationoffunds.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

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 proforma 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 forwarded 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/ANUAL_REPORT_22.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	https://www.senguarts.co.in/uploads/AQAR/21_22/c6/6.5.2teachinglearning.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.senguarts.co.in/naacsasc/All_document/c6/6.5/6.5.1/3.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

Response:

In the institution women and men, girls and boys, 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 an equitable and inclusive work environment for all employers to have equal opportunities to contribute, benefit and reach their potential.

Internal Women Empowerment Cell (IWEC)

The IWEC is established in the institution with the prime motive to promote and uphold gender equity and sensitization. IWEC and the grievance cum redressal committee provide overall guidance and monitor the peer group in integrating 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, 24x7 CCTV covering the entire campus for safety reasons proper entry and exit of visitors are registered and closely monitored. Proper lighting, security and transportation facilities are provided for students and faculty members when they extend working hours for academic and research activities. IWEC functions for addressing Women's/girls' grievances.

Mentors are allotted for all students.

File Description	Documents
Annual gender sensitization action plan	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.1_Gender_Equity.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	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.1_women_facility.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

B. Any 3 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

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. Paper free communication in its extreme priority is being practiced in the campus. From the kitchen and mess the food waste is collected for further beneficial use/disposal.

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, 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. Printer Cartridges are generally refilled and it is returned to the suppliers when refilling is not possible. All damaged or non-functional electronic materials are returned to 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:

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 including tactile path, lights, display boards and signposts Assistive technology and facilities for

A. Any 4 or all of the above

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).

The institution offers an inclusive environment for teaching and learning activities without any prejudice towards cultural, regional, 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 the Indian constitution. Independence day is also celebrated every year to highlight the struggle of freedom and importance of the Indian constitution. Electoral literacy club and voters awareness forum are created to literate the students and the general public about democracy. A voters pledge was taken by the students and faculties on national voters day. The students are inspired to participate in various programs on culture, values, duties, and responsibilities by inviting prominent people. The institute conducts awareness programs on the plastic free campus, cleanliness, swachhbharat mission-cleaning, etc. along with the students. The institute conducts blood donation camps jointly with the government blood bank. This makes the idea of blood donation a noble gesture as it provides life-saving help to people and patients. The Institute organizes International Yoga day celebration, as Yoga is a great way to work on one's flexibility and strength. The students and staff conduct road safety program pertaining 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	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.9_Sensitization.pdf
Any other relevant information	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.1.9.Sensitization Rights.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

Students of the institution 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 fervor and festivity. One of the most memorable days in Indian history is 15th August. It's the day on which the Indian subcontinent got independence after a long struggle. India only

has three national festivals that are celebrated by the whole nation as one being 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 and to remember the sacrifices and lives lost in this struggle. Besides, It is celebrated to remind us that this freedom that is enjoyed is earned the hard way. Apart from that, the celebration wakes up the patriot inside the young minds. 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 the duties of the education programmes 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.

Best Practice - I

1. Title of the Practice

Career Oriented Skill Development Training Modules

2. Objective of the practice

Skill development training modules to create the best career opportunity for students.

3. The Context

Training to transcend in a conductive learning environment that

ensures to achieve an employability quotient with quality job placement.

4. The Practice

Skill based training courses that cater to the requirements of various professional fields are practised.

5. Evidence of Success

Skill developed modules have improved the student's success rate.

6. Problems Encountered and Resources Required

Students at the times to face problems in getting permission from their parents.

Further in a tightly scheduled semester pattern of teaching, time management has been found to be one of the biggest challenges.

Best Practice - II

1. Title of the Practice

Encouraging students for social services

2. Objectives of the Practice

To create awareness and motivate students for voluntary non-remunerated blood donation.

3. The Context

The institution promote blood donation for a healthy atmosphere as a healthy mind in a healthy body.

4. The Practice

The Government Hospital (Tiruchengode) is located nearer to the college. Whenever any person in need of blood approaches the college, the students or staff members will help the patients by donating the blood voluntarily.

5. Evidence of Success

The students and staff members are ready to help in emergency situations through their voluntary blood donations.

6. Problems Encountered & Resources Required

The continuous awareness campaign creates a positive environment to spread the value of blood donation.

File Description	Documents
Best practices in the Institutional website	https://www.senguarts.co.in/?page=cms-page&page_id=102
Any other relevant information	https://www.senguarts.co.in/uploads/AQAR/21_22/c7/7.2.SUPPORTING.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

- The institution provides a good amount of financial assistance every year with the objective of rendering financial and other assistance to needy and deserving students of the college.
- The institution is located in a rural area; therefore, many students who are admitted to various courses are from rural areas, and their parents are unable to provide them sustained financial support because many of them are farmers or weavers and earn daily wages.
- Concessions are given to poor and meritorious students admitted to colleges and hostels. Concessions in fees and encouragement are given to the outstanding players.
- To provide financial assistance to needy students who are financially weak to save them from discontinuing their studies.
- To financially support all deserving students without any discrimination based on gender.
- To promote "equality" among the students
- To inculcate the values of "generosity" and a "sense of social responsibility" among the students.

- A concession is offered to a Sri Lankan refugee student who has been admitted to this institution.
- Various educational concessions are given to needy students with unique individual problems.
- The management committee scrutinises the applications received from the aspirants for financial support, finalises the list of eligible students for financial aid, and makes an arrangement for deserving students.

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 enhance academic excellence.
- Efforts for financial support from various government and non-government funding agencies for the betterment of academic, research, and physical facilities in the institution
- Development of skills among the students by inculcating core values among them through value-based education.
- Enhancing the social compatibility of students by giving them better opportunities for social interaction through NSS, NCC, sports, and cultural activities
- To enhance library infrastructure.
- To purchase new equipment for laboratories
- To enhance sports infrastructure.
- To enhance a smart classroom.
- Encouraging teachers and students to organise and participate in state or national-level seminars, conferences, workshops, etc.
- Improvement in transport facilities.
- Plantation of more trees and plants for the greenery and beautification of campus.
- Increase in the number of solar lights, rain harvesting capacity, and vermicomposites pits to make the campus eco-friendly.
- To sign MOUs with various agencies or institutions
- To organise intercollegiate sports competitions.