



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SRIMATH SIVAGNANA BALAYA SWAMIGAL TAMIL, ARTS AND SCIENCE COLLEGE
Name of the head of the Institution		Dr.S.VIJAYAKANTHI
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04147241236
Mobile no.		9443238365
Registered Email		ssbstc@yahoo.in
Alternate Email		ssbstc1938iqac@gmail.com
Address		No 4,Sannathi Street,Mailam post,Tindivanam-T.k
City/Town		Villupuram
State/UT		Tamil Nadu
Pincode		604304

2. Institutional Status																			
Affiliated / Constituent		Affiliated																	
Type of Institution		Co-education																	
Location		Rural																	
Financial Status		Self financed and grant-in-aid																	
Name of the IQAC co-ordinator/Director		Dr. S. THIRUNAVUKKARASU																	
Phone no/Alternate Phone no.		04147241236																	
Mobile no.		9443906003																	
Registered Email		ssbstc1938iqac@gmail.com																	
Alternate Email		ssbstc@yahoo.in																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		http://www.mailamtamilartscollege.com/resources/documents/AQAR%201St%20Cycle%202017-18.pdf																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.mailamtamilartscollege.com/resources/documents/academic%20calendar%202019.pdf																	
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.31</td> <td>2017</td> <td>09-Jun-2017</td> <td>08-Jun-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B	2.31	2017	09-Jun-2017	08-Jun-2022
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	B	2.31	2017	09-Jun-2017	08-Jun-2022														
6. Date of Establishment of IQAC			27-Jun-2017																
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Tally Training Programme	23-Jan-2019 40	50
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RESEARCH SCHOLAR	JRF	UGC	2018 30	25000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

? UGC NET / SET PREPARTORY PROGRAMME ON 09.02.2019 ? ENTREPRENEURSHIP DEVELOPMENT CELL WAS CREATED ? YOGA PROGRAMME WAS INITIATED ? SPOKEN ENGLISH CLASS WAS INTRODUCED ? ICT ENABLED CLASS ROOM

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
BRIDGE COURSE	in july seventh we conducted the bridge course for all first years

One Day Workshop " Value Addition to the Commerce curriculum through Professional Courses"	CS Azhaguraja N, ACS, Associate Member of ICSI, New Delhi at 01.08.2018
One Day National Seminar on Scientific Publication and Evaluation :Writing Research Papers,Citation Analysis,Book Publishing ,Plagiarism and Copyright (NSSPC 2018)	Dr.P.Vinayagamoorthi,University Librarian ,Thiruvalluvar University,Vellore Dr.K.Elavazhagan,Librarian & Chief Knowledge Officer,IIM Trichy at 13.10.2018
Management Information System	The Website of College was updated with Events and Data Periodically
Skill Training	Spoken English Training was organized by Department of English for all department students under the basis of the MOU was signed by ELROISTER Technologies Pondicherry
CYBER ART	Every week a departmental seminar was organized by cyber art club from computer science and applications
Extension Activities	On 08.07.2019 Morning 10.00 am to 12.40 pm. Final year B.Sc., Computer Science students S.Kayalvizhi,M . Sasidevi and M . Meena, Taken classes in the topic Basic Concept of Computer for VI, VII, VIII and IX standard students of GOVT HIGH SCHOOL, KUNNAM
Certificate Course	"Tally Special Coaching Awareness Programme conducted on 05.02.2018, by Mr. Magesh from Edinbridge, Skill Solutions Private Limited ,Chennai. Tally "Tally Special Coaching Awareness Programme conducted on 05.02.2018, by Mr. Magesh from Edinbridge, Skill Solutions Private Limited ,Chennai.
View File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	05-Feb-2019
17. Does the Institution have Management	Yes

Information System ?	
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Accounting Software plus 6 series is developed by Kaneni Soft Tech Pvt.Ltd .Management Information is used to manage Students Profile such as Enrolling Managing Accounts , updated vendor profile ,Payroll Management System and expenses of College . Digital Lib Software (Digital Lib) is developed by Smart Technologies Pudukottai the following Features User profile, Acquisition of Books and periodicals entries, OPAC ,Resource Masters, Transactions and Reports and Library News.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

• Lesson Plan was created by faculty members for each semester for their subject handling. • Work completion report is maintained by the staff members and it is monitored by the head of the department as well as Principal. • LCD projectors are provided to the faculty members for the effective delivery of the study materials • Regular assignments on various subjects are given to the students and evaluated by the respective staff members as a part of Continuous Internal Assessment which keeps the students updated in their subjects. • Question banks are prepared in the beginning of every semester to help the students to practice for the examinations. • The institution has established air conditioned Internet laboratory which motivates the teachers to deliver the teaching modules through social networking sites. • The institution has established air conditioned Internet laboratory which motivates the teachers to deliver the teaching modules through social networking sites. • Wi-Fi facility is made accessible for the staff members to get updated. • Feedback from the students is directly obtained by Principal/Vice-Principal on the progress of all the subjects handled by the staff members. • Parents Meet is organized to discuss about their children's academic growth and remedial measures are taken immediately.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Tally	-	23/01/2019	50	employability	Skill
YOGA	-	07/09/2018	250	employability	Skill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
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No Data Entered/Not Applicable !!!

No file uploaded.

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
SPOKEN ENGLISH	07/09/2018	44
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback analysis and Utilize Report Introduction The institution collects feedback on different aspects like curriculum aspects and course from different Stakeholders such as parents, students, Alumni, Faculty and Employees. Feedback is analyzed and get valuable suggestions given and considered related things .An necessary action taken by based on feedback. Action Plan: 1. To be concern on revised syllabus 2. Review of existing process flowchart. 3. Developing new process flowchart. 4. Feedback received from Alumni ,faculty and their suggestion. 5. Received feedback from parents and teachers association. 6. Feedback referred on resource person in various discipline. Course wise feed back Discussed by the course faculty, analysis and course related content Alumni feed back Analysis through by vice-principal and discussion and follow up in IQAC meeting Create awareness among every student especially research scholar to publish articles All the seminar, conference is instructed by IQAC on publication- fear factor and impact- factor was organized Parents feed back

Parent's feed back has been analysis through by each one of the department. Feedback from libraries and its current requirements Our librarian was E- quipped with digital library with Inflibnet Extension activities are part of our curriculum N-List the students were visited in different organization like the Hindu prees and Multi Company

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	B.LIT TAMIL	70	134	68
BCom	COMMERCE	70	72	66
BSc	COMPUTER SCIENCE	50	66	50
BCA	COMPUTER APPLICATIONS	50	65	45
BA	ENGLISH	70	60	43
MA	TAMIL	40	15	15
MCom	COMMERCE	40	13	13
MSc	COMPUTER SCIENCE	26	4	4
MPhil	TAMIL	10	9	9
MPhil	COMMERCE	3	3	3

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	822	46	7	0	24

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
31	31	5	1	0	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes, the mentoring programme defines mentoring as “On-going structured relationship with a trusted individual

aimed at developing the competence and potential of the mentee. Mentoring is professional relationship in which an experienced faculty assists to act as an advisor, counsellor, or guide to another student to develop specific skills and knowledge that enrich person's professional and personal growth. The faculty share information his/her own career path, as well as provide guidance, motivation, emotional support and role modelling. Majority of the students are not matured enough to take own decision in the modern society with changing scenario of technology. So, the mentor may help with exploring careers, setting goals, developing contacts by guiding and counselling the students in academic, non-academic matters including their attitudes, habits and knowledge regarding study and learning. Objective: • Identify the purpose of mentoring relationship • Identify and clarify students personal and professional goals • Endorse students to face challenges with great confidence • To enhance teacher-student relationship • To shepherd students to choose right career path • Industry-student interaction encouraged and established • To develop schedule and activity plans that yield results and improve the quality of life of students in many esteem Practice: In this process of mentoring program, the mentors are assigned for each every students to help to develop more effectively. Here, one mentor is a faculty of the institute, then another mentor is Resource persons and the last mentor is a corporate personals. Faculty mentor is to guide and help the students in their academic related problems and to streamline them in career oriented plans for their development. Resource persons also help the students to learn and grow professionally. A mentor support students in taking action to move towards their goal. Corporate mentor also plays a vital role in the natured of students, where students visit the industries and interact with the persons. Faculty mentor maintains the students database and reports the same in his/her Hod's, mentors meet with each group regularly to discuss academic and non-academic issues. The issues are • Students study habits • Students regularity discipline • Study planning Techniques • Schedules of student's performance • Tutorial system for slow learners • Remedial classes

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
868	31	1 : 28

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
1	0	1	0	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	D PUSHPA	Assistant Professor	Ph.D
2018	S MUTHULAKSHMI	Assistant Professor	Ph.D

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	U18	6	24/05/2019	15/06/2019
BCA	U09	6	24/05/2019	15/06/2019
BCom	U10	6	24/05/2019	15/06/2019
BA	U04	6	24/05/2019	15/06/2019

MCom	P09	4	20/05/2019	22/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- Continuous assessment helps to measure the academic progress of the students through internal examination and result analysis
- The institution and respective department conducts student feedback process every semester end to improve teaching, infrastructure and entire learning experience for the students during their course. The students' feedback is measured as a valued source of information to calculate their level of satisfaction.
- Parent's teachers meeting are conducted by the class in-charges and Hod's of concern departments at least once in a semester to discuss the development of their students. This is an additional process done by the mentors apart from the regular monitoring system.
- The mentor (class In-charges) regularly interacts with their students to observe the progress of each student and the same is communicated to the parents.

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

Yes, The college prepares academic calendar for the intimation of yearly schedule of the college to the teaching non-teaching staff and students of the college at the beginning of the year through distribution of academic calendar. Academic calendar also act as a student's guiding source. The highlights of our academic calendar are

- Our Institution history
- About the purpose of education through our college vision and mission
- Highlights the learning of subjective knowledge and value based education(spiritual and holistic)
- College rules and regulations
- Best practice of our college like regular assembly and chanting our pontiff's slogan
- Punctuality of time (hours/periods)
- Disciplinary act
- Working days schedule along the day order and special days of the days
- Continuous internal assessment commencement
- Commencement of practical exam
- Tentative schedule of events and programmes
- Allotted works for faculties apart from academic such as working committees and cell
- IQAC's goals of planning and preparation , head and members of IQAC for the academic year
- Course details and scheme of examinations(Title of the paper, subject code, allotted credit system)

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mailamtamilartscollege.com/pages.php?pageid=213>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
U04	BA	ENGLISH	59	44	74
U09	BCA	COMPUTER APPLICATIONS	46	36	78
U18	BSc	COMPUTER SCIENCE	51	45	66
U10	BCom	COMMERCE	63	61	97
U14	BA	TAMIL	60	60	100

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.mailamtamilartscollege.com/pages.php?pageid=209>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
TAMIL	3

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	3	3.01
National	English	3	2.57

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
TAMIL	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	17	48	0	0
Presented papers	8	6	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students
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	cy/collaborating agency		participated in such activities	participated in such activities
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
RESEARCH	Scientific Publication and evaluation writing research papers citation analysis, publishing	SALIS	13/10/2018	13/10/2018	210
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ELROISTER TECHNOLOGIES	07/09/2019	SPOKEN ENGLISH	44
Edinbridge Skill Solutions Pvt. Ltd.,	23/01/2019	Tally ERP9	50
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8	7.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
DIGITAL LIB	Partially	4.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17030	653331	115	56797	17145	710128
Journals	39	27208	39	28737	78	55945
e-Journals	1	5900	1	5900	2	11800
Others (specify)	10	19124	9	15710	19	34834

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	82	72	82	0	0	2	3	512	6
Added	0	0	0	0	0	0	0	0	0
Total	82	72	82	0	0	2	3	512	6

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

512 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2	1.8	6	5.6

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Our College has frequently maintained all the works including the programmes related to all the departments. The instruction has given by IQAC and its Coordinators to enhance the machinery, Computer Lab, Language Lab, Reprographic Machine, Scanner, and Printer, Benches Chairs and relevant equipments required. The works have been carried out by AMC and also it maintaining the sanitary condition with proper surveillance and data. Our College has well equipped Digital Library with Connected Internet facilities along Access Infnibnet- N-List E-Resource (e-Journals-Books), it has been renewal by Library. Computer Lab has been regulated under the guidance of AMC in order to enhance New Teaching and Learning Process Successfully. Our College intended to promote the students ability based on the requirements of the modern scenario with updated Software New version. Our College has a Specific concern about the infrastructure and it has been scrutinized and replaced frequently. Our college Website updated the events frequently and maintaining through the Guidance of IQAC.

<http://www.mailamtamilartcollege.com/index.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Bridge courses	02/07/2018	250	Internal Quality Assurance Cell (IQAC)
Yoga	02/07/2018	250	M.V.K. Trust
Spoken English	07/09/2018	44	ELROISTER TECHNOLOGIES
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling	Number of students who have passed in the comp. exam	Number of students placed
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			activities		
2019	UGC NETSET PREPARATORY PROGRAM	63	63	2	2
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	3	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
5	183	64			
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	40	B.LIT	TAMIL	SSBSTAS COLLEGE, MAILAM UNIVERSITY OF MADRAS RAJADESING COLLEGE OF EDUCATION LADY WELLINGTON CHENNAI MANAKULA VINAYAGAR	MA TAMIL, B.ED
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
KABADDI, Cricket, Volley Ball, Track Event, KHO-KHO	Institutional level	115

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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No Data Entered/Not Applicable !!!

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

SSBSTASC had a council of Class Representatives in 2018-2019 the representatives were elected by the respective class. The student's council provides an opportunity to the students for the development of their leadership quality through the active participation in college administration and students collaboration. However, SSBSTASC College has proposed to put in place of a Student Council to develop student initiative, responsibility, and leadership quality. The council class Representative Actively Participates in various activities. It helps in coordinating all he events related to academic and other co-curricular extra- curricular activities and also to create an avenue for student representation, and to promote the general welfare of the college family and the wider community. The organization is formally called the Student Council of SSBSTASC and its fore constituent organizations (student councils) are called the B.A, Student Council, the B.Com Student Council, the BCA Student Council and the M.Sc Student Council. They had celebrated the teacher's day with full interest. They had also organized the Saraswathi Puja with full enthusiasm remaining indifferent caste creed and religion.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Felicitation of Alumini was held on 13th april 2019 at college campus. This felicitation of alumini began with the prayer song. welcome address was given by Dr.S.Vijayakanthi, Principal, Presedential address was given by the 20th pontiff, Sri-la-Sri Sivagnana Balaya Swamigal, Inaugural speech was given by Capt. Rajivkumar Rajendren, Secretary of SSBSTAS college, Complementary addresses were delivered by alumini Mr.Nagi, N.Adhikesavan, S.Thirunavukkarasu the college felicitated the alumini at the end vote of thanks was given by vice principal Dr.S.Thirunavukkarasu.

5.4.2 – No. of enrolled Alumni:

27

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

one

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The mechanism for decentralization and participative management allow the participants in various functions to work towards the decentralized governance system. The members of faculty are assigned with various curricular , co-curricular and extra-curricular responsibilities such as HOD'S, coordinators for various divisions which include quality assurance, Sex harassment committee, Students Grievance cell, Women Grievance cell, Anti-Ragging committee, academics, research and development, staff and student welfare, training and placements, extension activities, campus management, associations, sports and games, examination, counseling, library services and cultural activities. Similarly students are also given responsibilities such as class representatives, club representatives. In the internal quality assurance cell, student representatives as cultural secretaries, fine arts secretaries, literary secretaries, sports secretaries, club secretaries, creative heads, media heads, event coordinators, documentation heads, and discipline heads all work in cohesion with each other to ensure the smooth functioning of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum Development • The curriculum prescribed by the affiliating university is followed for all the courses. • The college does not formulate or develop its own curriculum and two of our teachers from college are the members of the Board of Studies. They contributed to curriculum development • Teachers are encouraged to be a part of Academic committees. • The curriculum development meetings are conducted at regular intervals by the Thiruvalluvar University. The feedback collected from the students and alumini related to curriculum and suggestions are placed in meetings. • Analysis of all collected feedback done on the employability and value-based education. • smart Class room facility.
Examination and Evaluation	• The college conducts regular orientation and awareness programmes for the benefit of the students. • The institution continues to adopt improved examination process. • For each department two internal exams and one model examination are conducted as per University by the concerned department and question papers are set by internal teachers. • The students are motivated and mentored by the faculties. •

	Assignments and seminars are part of internal examination conducted by institutes examination cell. • Regular tutorial and remedial classes are conducted. • Continuous evaluation is carried out through regular tests, assignments and projects.
Research and Development	<ul style="list-style-type: none"> • The institute has a research committee to facilitate, monitor and encourage the research activities. It meets regularly to discuss various plans to promote research and motivate the faculty for academic advancement. • Organization of Conferences/Seminars/Workshop/Training programmes. • Teachers are encouraged to present and publish research papers. • Students are encouraged to present papers at seminars. • Many research papers are published by students.
Library, ICT and Physical Infrastructure / Instrumentation	INFLIBNET N-LIST IS AVAILABLE OF STUDENT ACCESS

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • Planning and Development • Audio-visual system in all classrooms • Each department is provided with computers having internet facility. • The institute library has adequate number of books , journals, computer with internet facility and provision for digital library.
Administration	<ul style="list-style-type: none"> • Internet access to all the system resources in office. • wi-fi facility throughout the institute. • Leave and attendance register. • CCTV SURVEILLANCE system for literary and all the existing facilities.
Student Admission and Support	<ul style="list-style-type: none"> • Admission and examination procedure are computerized. • E-Learning resources were created using e-Journals and e-books. The library provides e-journal facilities

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr . P . Ramkumar	UGC Human Resource Development centre	UGC-HRDC	0

		,University of Madras		
2018	Mr.U.Sivasubramanian	UGC Human Resource Development centre ,Bharathiar University	UGC-HRDC	0
2018	Mr.Seenuvasan	orientation workshop on Accrediting the unaccredited Institutions in South Eastern Region office Hyderabad	ssbstas college	2556
2019	Dr.P.Ramkumar Mr.P.Veeramuthu	ONE DAY WORKSPHOP ON REVISED ASSESSMENT AND ACCREDITATION FRAMEWORK OF NAACKathir college of Arts and Science,Coimbatore	ssbstas college	3255
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refreshers Course	1	17/05/2018	06/06/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

34	34	11	11
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Free medical facility, Loans for housing and medical needs, Festival Advances, Transport facility, Free canteen facility	Free medical facility, Loans for housing and medical needs, Festival Advances, Transport facility, Free canteen facility	Free medical facility • Play grounds meditation hall • Yoga practice centre • Recreational facilities • Implementation of fee reimbursement scheme • Assistance for getting scholarships • Publication of annual magazine

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The account of the college are audited regularly as per the government rules. Internal auditor(GANESHAN ND COMPANY) checks receipts including fee receipts and payment with vouchers and necessary supports. He also ensure that all payments are duly authorized. The external auditor conducts statutory audit at the end of financial year. After the audit the report is sent to the management for review. The auditor is appointed by the board of trustees in the board meeting. Last audit was done on 21 September 2018 and as on date there is no adverse remark on the accounts of the institution. The college fills income tax return every day within the stipulated time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
SSBSTAS COLLEGE	98935	FEES CONCESSION
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	JD OFFICE	Yes	IQAC
Administrative	Yes	JD OFFICE	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Quarterly parent- teacher meetings to understand the perceptions and expectations of the parents
- The feedback from parents on various academic and non- academic activities is collected and analyzed by the IQAC.
- Along with students, parents are invited for the meeting conducted by the HOD with department faculty
- Institute believes in maintaining a holistic relationship between parents and teachers can improve the quality of education and it adopts several initiatives in this direction.
- Institute has plans to introduce

additional online programmes in every departments for each student in which the parents can interact and get required information.

6.5.3 – Development programmes for support staff (at least three)

- Orientation programme
- Development programme
- Improvement programme
- Computer and skill based training
- Sports

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

- Arrangement of National and international Conference.
- Arrangement for faculty development programme for the teaching faculty.
- Arrangement of Seminar, Workshop and conference at regular intervals.
- Steps taken towards campus drives for placement of final year students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
World yoga day	20/06/2018	20/06/2018	599	295
First aid day	14/09/2018	14/09/2018	599	295
Day of social justice	25/09/2018	25/09/2018	599	295

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Battery Solar Generator

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Physical facilities	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
COLLEGE HANDBOOK	18/06/2018	The college hand book encompasses prayer to the god, prayer to love and serve god, A teacher prayer, national anthem, pledge of nation, Telangana State official song, students particular data, origin and history of the college, statement of vision and mission of college, brief history of college

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Deworming day	10/08/2018	10/08/2018	232
First aid day	14/09/2018	14/09/2018	870
World forest day	06/10/2018	06/10/2018	856
Women's day	08/03/2019	08/03/2019	204
World yoga day	20/06/2018	20/06/2018	842
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green Practices, Plastic - free campus, Paperless office, Green landscaping with trees and plants, waste management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Green landscaping with trees and plants 2.Plastic - free campus
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.mailamtamilartscollege.com/pages.php?pageid=159

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The College is offering the following courses right from 1938 with the blessing of 18th Pontiff Sri-la-Sri Guru Maha Sannithanam. SSBSTAS College has a vast
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campus filled with green pastures in the rural background (Mailam) in Villupuram District. The vision of SSBSTAS College is to impart higher education with an integral formation of academic excellence, spiritual growth, social commitment and value based leadership. The vision and mission of the college is to form, men and women for others, and mould the students as global citizens with competence, conscience, compassion and commitment. Special concern is shown towards the socio- economically underprivileged students. The economically backward and meritorious students are given scholarships and all sports students. They are also advised the employability skills, life skills and soft skills. It helps to the development of critical and creative thinking to transform the society to meet individual and social needs with traditional values, faith , charity and scarifies to build a society.

Provide the weblink of the institution

<http://www.mailamtamilartscolleqe.com/index.php>

8.Future Plans of Actions for Next Academic Year

- Make the Campus Clean and Green
- Introduce Biometric Attendance System for Staff
- Motivate the staff to participate in the Faculty Development Programme
- Introduce the new Certificate courses (Python) Skill Development Programme for the Students.
- Installation of CCTV Camera for over all Security of the College.
- Make the Students as well as Teachers to Enroll in the E-learning and E-Content Development.
- Arrangement of Internship Training for the Students.
- Implementation of Language Lab