



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SRI KANYAKA PARAMESWARI ARTS AND SCIENCE COLLEGE FOR WOMEN
Name of the head of the Institution		Dr. T. Mohanashree
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04425394279
Mobile no.		9940098713
Registered Email		srikanyaka@ymail.com
Alternate Email		srikanyaka99@gmail.com
Address		No.1 Audiappa Street, Parrys
City/Town		Chennai
State/UT		Tamil Nadu
Pincode		600001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Dr. P.B. Vaneetha, Vice-Principal			
Phone no/Alternate Phone no.		04425383279			
Mobile no.		8939040390			
Registered Email		srikanyaka@ymail.com			
Alternate Email		srikanyaka99@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://skpc.edu.in			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		https://skpc.edu.in			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	2.79	2016	19-Feb-2016	18-Feb-2021
6. Date of Establishment of IQAC			02-Nov-2015		
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		
Two Days International Workshop on Application of SPSS and AMOS	03-Jun-2019 2		32		

Softwares hands on Training with Data for Ph.D Scholars and Journal Article Writers		
Three Days FDP on Team Building and managing	10-Feb-2020 3	40
Two Days FDP on Teaching & Communication Skill Level - I	29-Aug-2019 2	28
FDP on Intellectual Property Rights	23-Nov-2019 1	79
FDP on Quality, Innovative Research in Social Science	04-Nov-2019 1	28
FDP on Research and Minor Projects	22-Jun-2019 1	79
NIRF	11-Dec-2019 365	20
ISO	30-Jul-2019 365	20
View File		

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
Nil	Nil	Nil	2020 0	0
View File				

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 :	5
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)

1. Faculty Development Program Research and Minor Projects, Quality, Innovative Research in Social Science, Intellectual Property Rights, Teaching and Communication Skill Level I, Team Building and Management and Application of SPSS and AMOS. 2. Inception of Incubation Centre Adyayan and ED wing Upadhi 3. Certificate Courses offered under National Council of Vocational Training Education (MHRD) to enhance the entrepreneurial skills 4. An exhibition was organized by various department for students to show what they have learned and apply their ideas and present things differently in their own unique way. 5. MOUs was signed with Young India, an integral part of Confederation of India Industry (CII), Chennai National Hospital and Nandi Foundation (Mahendra Pride School) 6. The staff were motivated to do minor projects which is funded by the Management and also couple of private bodies, publish paper in journals, present research papers in conferences and also publish books in their respective area of interest.

[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
Department of Mathematics to conduct association activities, workshop, guest lecture and to celebrate Ramanujan Day	Conducted Association activities and Workshops. Celebrated Ramanujan day and arranged Guest Lecturer
Department of Home Science - Interior Design & Décor to conduct association activities, seminar and workshop. To celebrate nutrition week.	Conducted Association activities, National Seminar cum Workshop and Expo. Celebrated Nutrition Week.
Department of Psychology to conduct association activities, International workshop, Career Guidance program, and Awareness Programme. Organizes Guest lecture and training on Life skills. To provide Certificate course	Conducted Association activities, International workshop, Career Guidance program, awareness programmes. Provided training on Life skills. Organized Guest lecture. Conducted Certificate course.
Department of Sociology to conduct association activities, Certificate Course and Social entrepreneurship outlook programme	Conducted Association activities and Social entrepreneurship outlook programme. Conducted Certificate Course
Department of Computer Application to conduct association activities, Guest Lecture and Workshop	Conducted Association activities, organized Guest Lecture and PowerPoint Presentation Competition and Career Guidance Programme
Department of Computer Science to conduct association activities, Workshop, Power Seminar, Certificate Course and Guest Lecture. To Incept Incubation Centre	Conducted Association activities, Power Seminars, National Seminar and workshop, organized Guest Lecture. Provided Mini Project Training and Employability Skill Development. Conducted Certificate Course. Inception of Incubation Centre ' Adyayan'

Department of Management Studies to conduct association activities, Workshop and Orientation Programme	Conducted Association activities, Orientation Programme and workshops.
Department of Commerce (Hons.) to conduct association activities and Workshop. To Incept an ED Wing	Conducted Association activities and Workshops, Incepted an ED Wing - "Upadhi".
Department of Corporate Secretaryship to conduct association activities, workshop, Awareness Programme, Career Guidance Programme	Conducted Association activities, An International Workshop Awareness Programmes. Career Guidance Programme Workshop.
Department of Commerce to conduct association activities, Career Guidance programme and Exhibition To Celebrate "Energy Conservation Day"	Conducted Association activities, Career Guidance and Exhibition "COM - EXPO 2K20". Celebrated "Energy Conservation Day".
View File	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">IQAC Members</td> <td style="text-align: center;">16-Oct-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	IQAC Members	16-Oct-2020
Name of Statutory Body	Meeting Date				
IQAC Members	16-Oct-2020				
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	2020				
Date of Submission	04-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The institution has partial MIS in the form of Web portal connect4m. The Connect4m can be accessed only through the college website. It is a data repository capable of organizing and sorting data and also of processing and analyzing and generating various reports from it. MIS of the institution monitors the performance of education programs and the educational resources. MIS related to Students: Connect4m stores personal data and exam records of the students. The institution has an online attendance management system. Through online attendance management				

the parents are informed immediately about their wards absenteeism. This has helped in increasing the attendance percentage of students. Similar to online attendance management system there is an online internal mark system where the parents receive the SMS regarding their wards internal marks. The students are provided with personal user id and a password to access the web portal where in the online lecture notes, Question Bank, Previous year Question Papers, Report cards and percentage of attendance is available and can be accessed. MIS related to Teachers: The Connect4m has the personal profile of the teacher. It helps teachers to access data of any student. The teachers are also provided with personal user id and a password to access the web portal where in they can post the online lecture notes, Question Bank, Previous year Question Papers and Report cards. MIS related to Administrative: Certain administrative related functions like issue of Transfer Certificate, Bonafide certificate and Fees Certificate etc are done through the web portal. The Modules like Manage Home Page, Galleries and Web Casts, Approvals, Examination Section, Fee Section, Users, Roles and Menu, College Info, Certificate Templates, SMS, Study Materials, Admission Section, Time Table Section and Previous Year Section can be accessed only by the Admin. Each module has sub modules Sub modules :

Manage Cool Links, Manage Notices, Manage Gallery, Manage Webcasts , Approve Videos, Manage Subjects, Manage Exams, Manage Subjects Association (New), Manage Progress Reports, Internal Marks, View Student Profile, Manage Department for Incharge, Manage Departments, Manage Academic Year, Manage Academic Year Trans details, Manage Certificate Templates, Bonafide Certificate, Conduct or Attendance Certificates, Transfer Certificate, Send SMS, Sms Credits, Sms By Details, Sms Status and SMS Any Data, Post Notes Post Question Banks, Manage Packages, Manage General Information, Sales of Application, Manage Reservation Instalments and Manage Admissions, Manage Time Table Types, Manage Time Table and Manage Holidays Manage

Departments, Manage Semesters ,Manage Subjects, Manage Exams, Manage Users Academic Year, and Post Results For Previous Years. The Teaching staff can access Manage Home Page, Examination Section (Internal Marks Record), Study Materials (Online Lecture Notes and Question Bank), Previous Year Section and My Profile. The NonTeaching staff can access Manage Home Page, Users, Roles and Menu, SMS and My Profile. Student can access their result, attendance, metrics, Lecture Materials question Banks and pervious year Question papers. All the users can view Flash News, Best Performers, General Notices, Events and Schedules, Cool Links, Thought of the Day and Today's Quote. The Institution MIS is user friendly.

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

The institution is a self-financing institution affiliated to the University of Madras. It offers CBCS programme and the syllabus of the courses is prescribed by the University. Teaching fraternity ensures effective curriculum delivery through well planned and documented process. Before the commencement of the semester the time table, calendar of the event and the lesson-plan is prepared so that the curriculum is implemented effectively. Couple of our teaches are the members of board of studies (BOS). Many of our teachers participated in the syllabus restructuring workshops organized by various colleges. The syllabi of the subjects are revised for the new academic year 2020-2021. Through NCC, YRC, Rotaract, Young India, Karuna Club, Eco Club etc., the students are engaged in community services which provide them an opportunity to become active members of their community and enable them to acquire life skills & knowledge as well as develop better interpersonal communication skills. To enhance the entrepreneurial skills certificate courses are offered under National council of vocational training and education (MHRD) namely: 3D animation, small scale industries (Soap & Detergent making), Computer Hardware, Imitation Jewellery fashion designing, desk top publishing, tally. All the second year students are offered MHRD certified communication skill courses. The curriculum is enriched with experiential learning in the form of internship, field visit, industrial visit which help them to transit gracefully from college to work. The teachers use chalk and talk method, quiz, flash card, brain storming techniques, minute card, group discussion, power point presentations, video lecturing to deliver the curriculum. They also use Google classroom to develop the technological skill among the students. The teachers enhance their competency by presenting and publishing research papers, attending FDP, workshop, seminars etc. After the admission process, the departments conduct bridge course for the students to bridge the gap between the school and higher education system and also to ascertain the knowledge level of students. The students are evaluated on a continuous process and subjected to three internal assessment tests, assignment

and seminar in a semester. The internal marks can be viewed by the students and the parents through the web portal connect4m. Parent teachers meeting are conducted every semester to review the student's appraisal. Remedial classes are conducted for the slow learners. Teachers also provide personal academic counseling to slow learners. The advance learners are motivated and encouraged to write research papers. The institution took an initiative to publish these research papers. The IQAC through the Academic Audit scrutinizes and evaluates the teaching learning process and other academic activities. Eminent academicians and industrial experts are invited to deliver lectures on current trends as per the needs of the global market. Feedback is collected from the stakeholders. The result and the feedback are evaluated and reviewed for effective curriculum implementation. an annual action plan is prepared in the beginning of the academic year. The institution has secured 32 University Ranks in the academic year 2018-2019. 782 students undertook internship and 191 students industrial visit arranged by the institution.

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
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
View File		

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
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Diploma in Imitation Jewellery Making	10/07/2019	39
Diploma in Desk Top Publishing	10/07/2019	44
Diploma in Beauty Technician	10/07/2019	181
Diploma in Event Management	10/07/2019	51
Diploma in Fashion Designing	10/07/2019	98

Diploma in Small Scale Industries	10/07/2019	44
Diploma in 3D Animation	10/07/2019	56
Diploma in Computer Hardware	10/07/2019	18
Diploma in Tally	19/07/2019	49
Diploma in Beauty Technician	19/07/2019	60
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
BCom	Field project	227
BCom	Institutional Training	65
BCom	Industrial Visit	141
BCom	Field Visit	70
BBA	Internship	54
BBA	Field project	120
BCA	Internship	46
BCA	Field project	51
BSc	Internship	173
BSc	Field project	113
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
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
<p>The institution has a feedback system wherein the feedback is taken from the students, parents and alumnae. The collected feedback is analysed and the obtained result is used for overall improvement. Students' feedback: The students' feedback is collected offline using feedback software. A systematic structured questionnaire is answered by the students department wise. The questionnaire consist of various parameters like a) staff appraisal presentation of the material, audibility, appropriate preparation, subject knowledge, providing additional material, and updated knowledge in their subject domain, motivation, on time syllabus completion, clarifying doubts appropriately and total commitment from the teacher. b) Library and infrastructure facilities - satisfaction on number of books available and space</p>

in the library, Smart Room, Canteen facility and hygienic Rest Rooms. The feedback report is generated in three categories. 1) Individual faculty feedback report 2) Consolidated class wise report 3) Consolidated department wise report. The generated feedback report is submitted to the Principal and confidential meeting is held with the concerned Head of the Department. Department wise constructive input is given by the Principal and the areas of improvement required is discussed to improve the system effectively, which is approved by the management. The head of the department conducts a department meeting to discuss the feedback inputs and delivers the higher authorities suggestions and recommendation to improve the department and faculty. Alumnae Feedback: The old students association (OSA) has an alumnae meet every year on a fixed date, that is, October 2. At the time of the meet the feedback is collected from the alumnae which has the parameters like programme educational objectives , including components like preparation to educate students to succeed in career , the core competence of the teachers , the breadth of knowledge and professionalism. Parent's feedback: The parent's feedback is collected every year during the parent's teachers meeting which is conducted twice in a year. The feedback consist of parameters on infrastructure facilities , promptness in response to their queries , completion of syllabus on time , appropriate intimation of information , quality of teaching , students participation in extracurricular and co-curricular activities, placement activity , efforts taken by the department for overall grooming and personality development and curriculum satisfaction. The Alumane and the parents feedback is obtained as a hard copy. The obtained feedback is subjected for analysis in the excel sheet and the same is presented to the head of the institution for further discussion and confidential meeting is held with the concern person whenever needed. The purpose of the feedback is to receive constructive input from various stakeholders which facilitates the institution to grow at a larger level. The motto is to expand the institution qualitatively.

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
BCom	Commerce (General), Corporate Secretaryship, Hons., Accounting & Finanace and Bank Management	391	936	310
BBA	Business Administration	70	121	70
BCA	Computer Application	50	97	50
BSc	Computer Science, Mathematics, Home Science - Interior Design & Décor , Psychology,	270	415	183

	Maths with Computer Application			
BA	Sociology, English	140	116	67
MCom	Commerce	30	29	29
MA	Human Resource Management	40	3	3
MSc	Computer Science, Home Science - Interior Design & Décor	44	24	23
MPhil	Commerce	12	5	4
No file uploaded.				

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
2019	2171	91	68	Nil	33

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	Number of smart classrooms	E-resources and techniques used
101	97	12	19	1	16

[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)

The institution follows a systematic Student Mentor system to guide and motivate the students to pursue their personal and professional Goals through self-shaping and developing. The 1st and 3rd week of every month is a mentor day. Each Asst. Prof. is allocated with a set of 23 students belonging to other department. The purpose of allocating the students from the other department is to make them feel comfortable. Students are supposed to meet their mentor on a regular basis. Mentor system gives way an opportunity to the students to share their personal, social, psychological and academic related issues so that they receive the right guidance, which in turn helps to tap their potentials and choose the right path. Responsibilities of mentor: The mentor performs the following functions

- 1) Meet the mentees at least twice a month: The purpose of the meet is to be in constant touch with the mentees and build rapport, which paves way for strong interpersonal relationship in the years of journey.
- 2) Continuous monitoring, counselling, guiding and motivating students: The mentees are counselled and guided as per their individual needs, and the mentors work based on the individual differences of the students
- 3) Advise the students to enhancing their talents and tap their potential: Tapping the potentials of the students is the core goal of the mentors. The students are encouraged to introspect themselves which enables them to enhance their talents.
- 4) According to the need of the mentee a meeting is held along with the parents

and the mentee is guided with the acceptance of the parents. The same is brought to the notice of the head of the institution. 5) The academics and the personal issues are discussed with the mentee and also are provided with career guidance. The aptitude of the mentee is identified so that it helps to choose the right path in future. 6) In case of any disciplinary action to be taken, it is brought to the notice of the Head of the Department. 7) Keep track of the progression of the students in all aspects like curricular, co curricular and extra curricular. The ultimate purpose of the mentor system is to shape the student. This system pulls out the best potentials from the students' community at a larger scale.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2262	97	1:23

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
101	101	Nil	15	27

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	DR.T.Mohashree	Principal	"Life Time Achiever Award" from University of Madras and EMPOWERED WOMEN AWARD - 2020 by YMCA - Royapettah Chennai.
2019	DR.P.S.Mythili	Assistant Professor	"Life Time Achiever Award" from University of Madras
2019	Dr.K.Lakshmi	Assistant Professor	"Painthamizh paamani virudhu" from Thamizhannai Thamizh Peravai (Face-book 21.07.19)
2019	Dr.K.Lakshmi	Assistant Professor	Kavimazhai virudhu from Thamizhaga Kavignar Kalai illakiya sangam (18.08.19)
2019	Dr.K.Lakshmi	Assistant Professor	"Semmozhi virudhu" from amudha surabhi (Face-book 18.8.19)
2019	Dr.P.S.Sujatha	Assistant Professor	"Seva Rathna virudhu" from Kaviyarasar kalai thamizh sangam(

			December 2019)
2019	Ms. S. Gouthami	Assistant Professor	Cloud Champion Coordinator award from ICTACADEMY
2019	Ms. P. Selvasankari	Assistant Professor	YOGA MANI award by Yoga Sana Alaiyam.
2020	Dr S.Arul Selvam	Assistant Professor	EMPOWERED WOMEN AWARD - 2020 by YMCA - Royapettah Chennai.
2020	Mis V. Sivasankari	Assistant Professor	Aasiriya Arrimaa Viruthu - 2020
No file uploaded.			

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
BCom	PK	VI	25/09/2020	14/10/2020
BSc	TAM	VI	25/09/2020	14/10/2020
BSc	TAK	VI	25/09/2020	14/10/2020
BSc	SAT	VI	25/09/2020	14/10/2020
BSc	SAE	VI	25/09/2020	14/10/2020
BCA	SAZ	VI	25/09/2020	14/10/2020
BBA	MAM	VI	25/09/2020	14/10/2020
BA	AC	VI	25/09/2020	14/10/2020
BCom	CY	VI	25/09/2020	14/10/2020
BCom	CPZ	VI	25/09/2020	14/10/2020
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution has a well planned Continuous Internal Evaluation which is executed in three different parts as Internal Assessment - I, Internal Assessment - II and Pre semester Internal Assessment III. The students are given a platform to split and assimilate the information learnt at 3 different stages of evaluation, so as to shape them from one level to another level. In such a pattern the learning process is simplified and easily accessible to learn understand the knowledge received. The students are also evaluated on Assignments and Seminars. The internal marks consist of attendance, assignments, seminars and internal assessment. After the Evaluation the students who have failed in Internal Assessments are provided with Remedial Classes where in special attention is given to the students and their areas of improvement is identified. Such special coaching enables them to work better for their academic performance and improvise their academic output. Special remedial classes are conducted before the commencement of University Examination. Apart from remedial classes peer monitoring is executed, wherein,

the students are given minimum set of questions as a minitest and the same is evaluated by their peer members and monitored by the concern teacher in charge.

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

The academic calendar highlights the institution related information. The information consists of student data form (to collect and create data base), college prayer (to impart holistic development), National anthem and pledge (to imbibe the sense of nationality), History of the college (to bring in awareness of the college journey), credentials of the institutions (to ensure and motivate the upcoming batch), placement bullets (to bring notice to the students regarding the tieup of the institutions), MoUs with esteemed institutions, list of teaching and nonteaching fraternity, Rules and Regulation of the students Do's and Don'ts, Rules related to Library usage, University system regulation regarding examination, various clubs and other related activities. The existence of various functioning units like the student s council, college timing, schedule of various events, list of various functions in the institution, Vision and Mission of the institution is also part of the calendar. The information regarding the Parent Teacher meeting is also mentioned in the academic calendar. Inputs related to the internal assessment like Internal Assessment I, Internal Assessment II and Pre semester Internal Assessment - III is scheduled in the academic calendar, which is given as prior information to the student's community. Such a system ensures systematic learning facility for the students thus facilitating the process of learning. In total all kind of information related to academic and extracurricular is shared to the student's community via the Academic Calendar.

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)

<https://skpc.edu.in/popso/>

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
KDA	MCom	Commerce	14	13	93
AC	BA	Sociology	28	17	53
TAM	BSc	Mathematics	50	45	88
CPZ	BCom	Commerce	132	132	100
CY	BCom	Corporate Secretaryship	64	61	95.31
MAM	BBA	Business Administration	48	46	96
SAZ	BCA	Computer Application	36	36	100
SAE	BSc	Computer Science	36	32	88.8

TAK	BSc	Home Science - Interior Design & Décor	30	28	93.3
SAT	BSc	Psychology	38	38	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)

<https://skpc.edu.in/feedback/>

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
Minor Projects	60	PACE Builders (M) pvt.ltd	25000	25000
Minor Projects	180	Global Soft Solution, Association with NCVT-MHRD	45000	45000
Minor Projects	90	Nikhil Singh Financial services Pvt ltd.	5000	5000
Minor Projects	90	A. NATESA CHETTY THIRUKALYANA MANDAPAM TRUST,	3000	3000
Industry sponsored Projects	180	Venfield	7000	7000
Projects sponsored by the University	180	College Management	113200	113200
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
CA- Orientation program	Commerce	08/07/2019
TDS awareness program	Commerce	27/08/2019
Orientation program on Tally Erp-9	Commerce	20/02/2020
Seminar on different	Commerce	19/08/2019

environment influencing current business		
Seminar on IPR	Commerce (Hons.)	07/08/2019
National Income	Commerce (Hons.)	09/09/2019
Material Management	Commerce (Hons.)	10/09/2019
Amalgamation, Absorption and External Reconstruction	Commerce (Hons.)	14/09/2019
Rectification of Errors	Commerce (Hons.)	14/09/2019
IAS 16	Commerce (Hons.)	17/09/2019
Sale of Goods	Commerce (Hons.)	17/09/2019
Technological revolution	Commerce (Hons.)	19/09/2019
Income from House property	Commerce (Hons.)	20/09/2019
Audit report	Commerce (Hons.)	21/09/2019
Concept of ethics	Commerce (Hons.)	30/09/2019
Merchant Banking	Commerce (Hons.)	05/10/2019
Commercial banking	Commerce (Hons.)	24/10/2019
Transportation	Commerce (Hons.)	02/11/2019
Differential calculus	Commerce (Hons.)	07/11/2019
Social environment	Commerce (Hons.)	11/11/2019
Interpretation and report writing	Commerce (Hons.)	20/11/2019
Dividend decision	Commerce (Hons.)	04/02/2020
Hire purchase system	Commerce (Hons.)	06/02/2020
Measures of variation	Commerce (Hons.)	10/02/2020
Recent trends in marketing	Commerce (Hons.)	12/02/2020
Communication process	Commerce (Hons.)	13/02/2020
Marginal costing	Commerce (Hons.)	14/02/2020
Capital market theory	Commerce (Hons.)	18/02/2020
Secretary - Qualification and appointment	Commerce (Hons.)	20/02/2020
Customs duty	Commerce (Hons.)	03/03/2020
Growth and future of service sector	Commerce (Hons.)	05/03/2020
Remuneration - Welfare and social security measures	Commerce (Hons.)	07/03/2020
Problems and development of Women entrepreneurship	Commerce (Hons.)	16/03/2020
Personal Risk Management	Commerce (Hons.)	28/05/2020
Export Document Procedures	Commerce (Hons.)	31/05/2020

Power Seminar on Big Data IOT	ICT Academy, BCA, Department of Computer Science	31/08/2019
Digital Marketing	BCA	12/09/2019
Intellectual Property Rights	IQAC	23/11/2019
Seminar on "Internet of Things"	BCA, Department of Computer Science Department of Computer Science Shift-II	17/12/2019
Python with AI(Seminar)	Department of Computer Science	06/09/2019
International workshop on Cyber Crime and Women	PSYCHOLOGY	21/08/2019
Scope of School Counseling	PSYCHOLOGY	20/02/2020
Quenching in need of Vital Nutrients	Home Science - Interior Design Décor	06/09/2019
Workshop on "Web Design-Angular"	B.Sc.,Mathematics and B.Sc. Mathematics with computer application	01/02/2020
Workshop on entrepreneur skill development	B.Sc.,Mathematics and B.Sc. Mathematics with computer application	18/02/2020
Intellectual Property Rights	All Language	03/12/2019
Workshop on "Basic Knowledge of Company Master Data and Company Registration Process"	Commerce - Accounting and Finance	02/03/2020
Seminar on "India and Indians - Winning in the World"	Commerce - Accounting and Finance	03/03/2020
Impart and Impact of Tax	Commerce - Bank Management	19/08/2019
Stress Management	Commerce - Bank Management	14/01/2020
Workshop on "Angular JS"	B.Sc., Computer Science Shift-II	06/09/2019

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
Nil	Nil	Nil	Nil	Nil
View File				

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
	SKPC -		Upaadhi	Entreprene	11/07/2019

Institution	Upaadhi	Institution	Adhyayan	Technical skills	01/11/2019
Institution	SKPC - Adhyayan	Institution	Adhyayan	Technical skills	01/11/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

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	6.2
National	Commerce (Hons.)	1	6.2
International	Commerce (Hons.)	3	7.5
National	BBA	1	5.6
International	Mathematics	2	0
National	Home Science -Interior Design Decor	6	0
International	Home Science -Interior Design Decor	5	6.7
International	English	1	0
International	Commerce - Bank Management	3	6.3
No file uploaded.			

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 Shift-II	4
Sanskrit	1
Hindi	1
Telugu	3
English	1
B.Sc.(Home Science -Interior Design Décor)	2
B.B.A.	1
BCA	1
B.Com	1

Tamil	1
View File	

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
Nil	Nil	Nil	2019	0	Nil	Nill
View File						

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
Nil	Nil	Nil	Nill	Nill	Nill	Nil
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	38	390	183	398
Presented papers	10	13	2	Nill
Resource persons	Nill	Nill	Nill	12
No file uploaded.				

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
Distribution of Nilavembu Kashayam	YRC , NSS and Chennai Corporation	4	250
Free Mega Medical Camp and Blood Donation Camp	YRC /Fortis Malar Hospital, Dr. Agarwals Eye Hospital, IRCS, RG stone and Mohan foundation.	2	450
Medical Camp	YRC / Fortis Malar Hospital, Venkateswara Dental Hospital, Janaki Ent Nursing Home.	2	2273
Drug Abuse	NSS, Nakshathra Students Council	4	250

	with Narcotics Control Bureau		
Adhar Card and Postal Savings accounts	NSS India Post	2	100
Swacch Bharath	NSS Greater Chennai Corporation	2	2273
General Health Camp	NSS Chennai National Hospitals	2	2273
Poshan Abhiyaan	NSS Integrated Child development Scheme	2	200
India - Malaysia Youth Group Study Exchange Programme	YRC/Audacious Dreams Foundation	2	4
Awareness Programme on Corona Virus.	YRC, NSC / IRCS	4	400
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
Blood Donation Camp	Award of Appreciation For having Organized highest Blood Donation Camps. Received from Thiru. Banwarilal Purohit.	IRCS Tamilnadu Branch.	50
India- Malaysia Youth Group Study Exchange Programme.	Recognition for the students.	Audacious Dreams Foundation	4
Punnagai	Recognition for Volunteers	Rotaract Club of Akash	25
The Red Carpet (Annual District Rotaract Award)	Best Outstanding College Based Club	District Rotaract Council 2018-2019	Nil
The Red Carpet (Annual District Rotaract Award)	Best Supportive Club	District Rotaract Council 2018-2019	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swacch Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
IRCS Centenary	Indian Red Cross Society.	Inauguration of Centenary	1	30

Celebration		Celebration.		
Global Diplomats Summit	Audacious Dreams Foundation	Inviting expression of Interest from students.	1	1
Aliyatha Kolangal	Mohan Foundation	Rangoli Festival at the Metro	2	2
50th year Golden Jubilee Celebration	Tamilnadu Association of the Blind.	Competitions and 3 day path to development seminar for the southern region visually challenged youth.	2	60
Government of India's National Youth Policy Regional Consultation	Organized by United Nations Population Fund {UNFPA}	India's National Youth Policy and Voluntary National Review 2020	2	2
Rally	Tamilnadu Kidney Foundation	Awareness Programme for Organ Donation	2	30
Poshan Abhiyaan	NSS Integrated Child development Scheme	Awareness play on Anemia affected Women, Mal nutrition and distribution of iron rich food items	2	200
Swachh Bharat	NSS with Greater Chennai corporation	Provided Dustbins to the Vendors Outside college organised an awareness rally	2	2273
"Wise Choice on Consumption".	Food safety Department, Tamil Nadu	Seminar	2	102
"Legal Metrology Complaint Tracking System"	Labour Department	Seminar	2	112
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
--------------------	-------------	-----------------------------	----------

Employability Skill Development On Financial Literacy	40	Reliance CSR Project	25
TNSDC - Soft skill Development in Big Data Cloud Computing.	50	ICT Academy SKPC Management	18
National Communication Skill Challenge	93	ICT Academy SKPC Management	1
Cloud Literacy Day	337	ICT Academy SKPC Management	3
FDP on Teaching And Communication Skill Level - I	15	ICT Academy SKPC Management	2
Power Seminar on BIG DATA IOT	150	ICT Academy SKPC Management	1
National Youth Talk	42	ICT Academy SKPC Management	1
India Malaysia Youth Group Study Exchange 2019	4	Student Self	7
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
Internship	Transportation and Billing	S.K.A. Transports	01/05/2019	31/05/2019	3
Internship	Secretarial Aspects	Lamiya Lady's trends	01/05/2019	31/05/2019	1
Internship	Accounting and Finance	Kun Commercial Vehicles Pvt Ltd	06/05/2019	25/05/2019	1
Internship	Administration	Chennai Port Trust	17/05/2019	17/06/2019	7
Internship	Administration and Accounts	Harvis Technologies Private Limited	02/05/2019	31/05/2019	1
Internship	Packaging and Printing	ITC Limited	01/05/2019	31/05/2019	3

Internship	Accounting and Finance	Swift family Clinic	01/05/2019	31/05/2019	1
Internship	Marketing	Kalanjiam Company	01/05/2019	31/05/2019	5
Internship	Finance	Gopi Enterprises	01/05/2019	31/05/2019	3
Internship	Manufacturing	Gokulam Industries	02/05/2019	31/05/2019	2
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
Pantech Prolabs India Pvt. Ltd.	09/09/2019	Internship and Project Development, Project Guidance	107
Global Theoretical Research	16/12/2019	Value-added Certificate Course	119
Young India, an integral part of Confederation of India Industry (CII).	01/06/2019	To enhance Leadership Skills , Self-Development, Skill Building, Community Service and Nation Building	100
Chennai National Hospital	20/01/2020	Medical and emergency services for management, students and staff of SKPC	2399
Chennai National Hospital	22/01/2020	To provide regular health check up	2399
Nandi Foundation (Mahendra Pride School)	16/09/2019	Employability Skills Building Programmes	400
No file uploaded.			

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
190	192.22

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Campus Area	Existing
No file uploaded.	

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
Autolib	Partially	5.2	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	489	171421	849	245713	1338	417134
Reference Books	12	3800	29	20368	41	24168
e-Books	10916	16500	10849	19470	21765	35970
e-Journals	636	Nil	1044	Nil	1680	Nil
Journals	26	Nil	Nil	Nil	26	Nil
CD & Video	84	Nil	7	Nil	91	Nil
Weeding (hard & soft)	26	1127	11	1920	37	3047
No file uploaded.						

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
Nil	Nil	Nil	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
------	----------	----------	----------	----------	----------	--------	----------	-----------	--------

	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	102	2	0	0	0	8	17	1	28
Added	0	0	0	0	0	1	2	0	9
Total	102	2	0	0	0	9	19	1	37

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

1 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
Nil	Nil

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
88.07	68.02	271.43	389.04

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)

Physical the requirement of the institution is monitored by the management through the in-charges and approval is executed after appropriate checking. This includes the infrastructure maintenance, classrooms maintenance, furniture requirements and maintenance of all other physical requirements. At an initial level, a need analysis of the institution is done. Based on the needs, quotations are received from various sectors. Specification of the required material is checked and a comparison study is made before placing orders. After submitting the quotation with the management, an approval is obtained to proceed further. Once the approval is received, orders would be placed accordingly. Maintenance of the products purchased, the terms and conditions of the products, the purchase order and the invoice, warranty of the material are all double checked before the usage. Academic the academic activities are monitored by the Principal through the Lesson Plan and the requirement of the students and staffs are scrutinized. The evaluation system is recorded and subjected to the Principal for reviewing the performance of the students in regard with their academic progress. Meetings with the Head of the departments are constantly conducted to review the progress of the institution in both curricular and co-curricular events. During the meeting discussions like handling slow learners, advanced learners, meticulous plan of the curriculum, upgrading the standard of the academic inputs are all discussed. Support Facilities Laboratory: As per the requirement of the syllabus given by the University of Madras, the department has a separate infrastructure for Laboratory. Quotation is presented by the Head of the Department to the Head of the institution for the approval. After receiving the approval the lab is setup for practice. Library: The librarian prepares a budget based on the need of the department and the department prepares the booklist as per the demand of syllabus. Financial support is obtained from the Management. The concern department places the order with their related publishers or the distributors.

After the purchase of the books the librarian maintains all relevant records.

Sports Complex: The institution has sports committee and a separate room allocation for the sports students. The sports students are provided with Breakfast as they come early in the morning for practice. The sports students are trained in their respective games by coaches. The sports students are given a kit which consist of T-Shirts and track suit. The sports related equipment stock register is maintained and as per the needs the equipment are purchased.

Computers: Based on the need analysis of the institution and the utilization of the computers, the orders are placed accordingly. Quotations from various companies are received and compared before placing the order. The problems in the computers are troubleshooted by the institutional lab technicians and if the problems still persist, a technician from V-Care Pvt. Ltd. with whom an AMC is signed will attend to it.

Classrooms: The classrooms are furnished with proper lighting facilities and are appropriately ventilated with effective windows and fans. The furniture are ergonomically designed.

<https://www.skpc.edu.in>

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
Financial Support from institution	Free Seats, Educational Help to Merituous Students, Educational Help (UG to PG) and Sadras Scholarship	140	855000
Financial Support from Other Sources			
a) National	Merit Scholarship, SC and ST Scholarship(Government), Financial support and Educational Help (Private bodies)	579	2659785
b)International	NRI	3	115400
No file uploaded.			

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 implemetation	Number of students enrolled	Agencies involved
Yoga	21/06/2019	771	Institution
Orientation Course	25/06/2019	50	Institution
Personal Counseling	26/06/2019	4	Institution Psychology Department
Bridge Course	13/06/2019	544	Institution
Mentoring	19/06/2019	2262	Institution

Language Lab	08/07/2019	337	Institution English Department
Remedial Coaching	21/10/2019	1580	Institution
Soft Skill Development	17/06/2019	1354	Institution
No file uploaded.			

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 activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Bank Coaching	97	Nil	Nil	Nil
2019	NET Coaching	12	Nil	1	1
2019	Career Counseling	Nil	642	Nil	313
No file uploaded.					

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
Nil	Nil	Nil

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
Altruist, Bharat Matrimony, Carrwingtech, Capgemini, Gateway Solutions, Startek, Sutherland Global Services and Vee Technologies	1100	363	Tata Consultancy Services and Infosys	175	37
No file uploaded.					

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

Year	Number of	Programme	Department	Name of	Name of
------	-----------	-----------	------------	---------	---------

	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2019	3	B.Sc.,	Psychology	Presidency college	M. Sc., Psychology
2019	1	B.Com	Corporate Secretaryship	Government Arts & Science College, RK Nagar	M.Com
2019	2	BCA	Computer Applications	University of Madras	MBA (HR)
2019	2	B.Sc.,	Computer Science	University of Madras	M.B.A(HRM)
2019	2	M.Sc.,	Computer Science	Measi College of Education	B.Ed
2019	1	B.A	Sociology	Alagappa university	M.A. Sociology
2019	3	B.Sc.	Home Science - Interior Design & Decor	Sri Kanyaka Parameswari Arts & Science College for Women	M.Sc. Home Science - Interior Design & Decor
2019	1	BBA	Business Administration	MADRAS CHRISTIAN COLLEGE	MSW
2019	4	BSc.,	Mathematics	A.M. Jain College	M.Sc., Mathematics
2019	13	B.Com	Commerce	Sri Kanyaka Parameswari Arts & Science College for Women	M.Com
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	1
Any Other	9
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Republic Day	Institution	2262

Independence Day	Institution	2262
College Day Celebration	Institution	2262
Pongal Celebration / Youth Day	Institution	2262
Parvettai	Institution	500
Navarathri Celebration	Institution	70
Chaitanya Inter-Collegiate Fest	Institution	429
ESHA	Institution	354
SNIGDA	Institution	292
Fresher's Welcome	Institution	730
View File		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	SATHIR 10000 - Guinness World Record	International	Nil	1	6467	H. Krishna Patel
2020	SATHIR 10000 - Guinness World Record	International	Nil	1	6490	S. Divya
2020	SATHIR 10000 - Guinness World Record	International	Nil	1	6525	H. Leesha
2020	SATHIR 10000 - Guinness World Record	International	Nil	1	6563	M. Kusum Sharma
2020	SATHIR 10000 - Guinness World Record	International	Nil	1	6215	R. Monika
2020	SATHIR 10000 - Guinness World Record	International	Nil	1	8953	M. Priyanka
2020	SATHIR	International	Nil	1	6493	V.

	10000 - Guinness World Recor	ional				Vigneswari
2020	SATHIR 10000 - Guinness World Recor	Internat ional	Nill	1	6545	G. Nithy ashree
2020	SATHIR 10000 - Guinness World Recor	Internat ional	Nill	1	6455	A. Grace
2020	SATHIR 10000 - Guinness World Recor	Internat ional	Nill	1	6323	A.S. Jenifer
View File						

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

The Nakshatra Students' Council functions under the guidance of the Principal Dr. T. Mohanashree as the President, Ms. K. Ganga, Asst. Prof., Dept. of Tamil, as Vice - President (Staff Representative), Ms. M. Latha, Asst. Prof., Dept. of Psychology as Secretary (Staff Representative), from Shift - I and Ms. J. Gajavalli, Head, Dept. of Computer Science from Shift-II supported by 37 student office bearers, 27 Club Secretaries and 28 Association Secretaries. All the clubs like NSS, YRC, ECO, Karuna, Rotaract etc., and functions under the banner of Nakshatra Students' Council. The council is involved in various activities like organising Fresher's Welcome, Nakshatra Students' Council Inauguration, Esha (Inter Departmental Cultural Fest), Snigda (Talent Hunt for Fresher's), Teachers Day Celebration, Navarathri Celebration, Pongal Celebration, Independence Day Celebration, Republic Day Celebration, Council Valedictory, International Women's Day Celebration and Farewell. The clubs engage students in community services which provide them an opportunity to become active members of their community and enable them to acquire life skills and knowledge as well as develop better interpersonal communication skills. Few NSS activities are International Yoga day, training Programme on substance abuse its consequences, Cleaning the SARVODHAYA girl's hostel premises as part of Swachh Bharath programme, Poshan maah a poshan abhiyaan was observed, awareness programme on Dengue and Swine Flu, Distribution of Nilavembu Kasayam, Three free Health Camp on Cosmetology, blood sugar, blood pressure, dental, gynec and ECG, 7days special camp at Thiruputkuzhi village. In association with Greater Chennai Corporation, NSS organized Swachh Bharat Programme to create awareness on Clean and green INDIA. Few YRC activities are students and a staff participated in India Malaysia International Youth Exchange Programme. Organised a Medical Camp in Association with various Hospital, free medical and blood donation camp for the vendors and public 450 members participated. Service at R.S.R.M Government Hospital in Royapuram and conducted awareness program on 'Road Safety'. Few Rotaract club activities are Donated vegetables to Chennapuri Anandana Samajam and Butter Milk was disturbed to the Public. Organised WORLD CLEAN UP DAY 'campus cleaning drive. Celebrated 'Sharing Is Caring' wherein distributed sarees to construction workers. Few Karuna club activities are distributed Food Packets to the needy under 'Feed the Need'

project and organized training programme on 'Humane Education'. Eco club conducted awareness on Swach bharat in association with film division, Chennai branch, Govt. of India and Greater Chennai Corporation. The Citizens Consumer Club conducted inter - collegiate seminar on 'Consumerism on Consumption' and Celebrated 'World Consumer day' and conducted workshop on 'Wise Choice on Consumption'. Young India 'YUVA' MOU was signed with Confederation of India Industry (CII). Young Indians are an integral part of CII. Conducted an Inter - collegiate workshop on 'Design Thinking' and Chennai Youth Conclave. Quiz Club Conducted online Quiz Competition on Swami Vivekananda Current Affairs as part of National Youth Day celebration.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution's alumni 'Kanyaka Nestor' was formally registered on 01.04.2014. Members of the alumni association are as follows: President Ms. S.V. Mohana Sujana, Vice-President Ms. G. Chandana Deepa, Secretary Ms. P. Pandeewari, Joint Secretary Ms. M. Jayanthi, Treasurer Ms. B. Mythili, Executive Members Ms. J. GajaValli, Dr. P. BaraniKumari, Ms. P. Niranjana, Ms. L. Madhumitha, Ms. S. Gowthami, Ms. P.M. Nithisha, Ms. A.R. Sirisha and Ms. S. Gayathri Devi. Objective of association are: Efforts in strengthening the alumni association. To establish a professional network with the alumni. To render support to the college placement cell by linking corporate to the institution through the alumni network. To provide placement support to alumni through the college placement cell. To help students with their academic projects. To do all such activities as may be necessary for furthering the objective of the association. The Nestor unit organizes meet with the Alumnae yearly once (OSA Meet). The activity of the alumnae adds on to the institutional development. They organize various events like Friendship Day celebration with On Stage Events: Compatibility, Capture your memories and Off Stage Events: Cake Decoration, Greeting card making, Friendship band was also distributed. Napkin distribution and Women's day celebration. The Kanyaka Nestor organized a certified course on "Herbal Sanitary Pad Making" in collaboration with Khadhi and Village Industries Corporation (KVIC) for 40 students. In the academic year 2019-2020, the association initiated "KARKA KARANGAL PROJECT" project wherein interest free financial loan was given to needy students. They have also awarded the young achiever alumnae's for their achievements in their career. They consistently keep in touch with the various departments and collect details of the alumnae. The alumnae are provided with exclusive identity card, to remind the feeling of sense of belongingness with the institution. The Alumane are motivated by providing proper inputs and given opportunities to attend training programme and placement related activities given by the institution, apart from this entertainment events like dance programmes and refreshment are provided by the KANYAKA NESTOR. The events are planned meticulously by the team and care is taken in building rapport.

5.4.2 – No. of enrolled Alumni:

651

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

265400

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings: On 24-7-2019, 04-09-2019, 18-9-2019, 24-9-2019 the meetings were conducted. Activities: On September 19th 2019, friendship day was celebrated. On Stage Events: Compatibility, Capture your memories Off Stage Events: Cake

Decoration, Greeting card making Friendship band was distributed. On October 2nd 2019, Alumnae meet was held. Young achiever award was given to the alumni members Alumnae offered financial assistance to the needy students by giving educational loan under "KARKA KARANGAL PROJECT" Various games conducted to the alumnae members On 9/12/2019 and 13/12/2019 Kanyaka Nestor organized a certified course on "Herbal Sanitary Pad Making" in collaboration with Khadhi and Village Industries Corporation (KVIC) for 40 students.

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)

Practice 1: Cent Percent Result Award The performance of the staff members is recognized by the Management and the Principal by means of cash award of Rs. 5000/- for providing cent percent result in their respective subject. This practice motivates and encourages the staff to enhance themselves which in turn results in the development of the student and institution. Based on the result analysis the Principal in consultation with the Vice-Principals and HOD's puts forward the recommendation of cash award to the Management. The Staff is honored with a cash award on the College Day. Not only the Staff but the students are also recognized for their effort through rewards and awards which not only motivate them but also challenge the other students into following a similar course. The decision of selecting the students for awards and rewards is done by the Principal in consultation with the Vice-Principals and HOD's and the Staff representatives of Nakshtra Students Council. After the selection, the same is recommended to the Management and the students are also recognized on the College Day for their academic and extra curricular activities. Practice 2: Management funding for Research Project. The present scenario demands high quality teaching, learning and research from the teachers. The teachers are encouraged to do projects which will develop their proficiency and competency which in turn will help to improve the student's learning. In the academic year 2019-2020, the Principal along with IQAC team put forward the suggestions and recommendations to the Management to fund the Professors approved project. The professors were asked to present their research proposals which were approved by an external senior research Professor. Dr. Sivasubramaniam, Former VC of Bharathiar University and Noorul Islam University. The Management approved the recommendation proposed by the Principal and funded an amount of Rs. 1, 13, 200/- for minor projects.

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
Admission of Students	The date of application sale is intimated to the public via print media, poster, pamphlets, various public commutable services like Public Bus and Auto. In college website, the date of issuing of application and online application form is made available. Every student is provided with prospectus which includes department, subject and institution

	<p>related details. The filled in applications are registered and the admission procedure is take care by concerned department.</p>
<p>Industry Interaction / Collaboration</p>	<p>The College has signed MOU's with 23 Companies and Institutions and is also member in nine Associations. Resource persons from industries handle classes for B.Com. (Hons.) students on regular basis. Faculty Development Programs and Seminars for students are conducted. Placement Consortium organises training sessions on regular basis where in HR from various Companies train the students.</p>
<p>Human Resource Management</p>	<p>The recruitment and the appointment of the Teaching and NonTeaching Staff are done as per the institution policy by the Correspondent and Principal. The data base of the staff is maintained. The Teaching and Non-Teaching Staff have separate HR Policy. The students are admitted as per the Govt. and University Norms and they have to follow the rules and regulation as per the calendar and hand book which is given to them on the 1st day of academic year.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Library : The institution has an automated Library which consists of various subject related books pertaining to different departments. The library is e facilitated with biometric system, computers, Delnet (ebooks, ejournals) and OPAC (online publishing access catalog). The College Library has membership with Madras University Library, British Council Online Membership and Delnet. There is a special sharing desk which is used to share books without any restriction to access. The library has a collection of "Rare books" which is 100 years old. ICT: The institution has an appropriate usage of information and communication technology at various levels. Each department is provided with a Projector. The college also has 2 Computer Science Lab, Digital Microprocessor Lab, Commerce Lab, Exam Cell, Placement consortium, and Conference Room. Staffrooms, Administrative block and library is also supplemented with Computer Systems. The application of ICT is also included in teaching strategies like Video Lectures, Webnoir and Online</p>

Lecture Notes (OLN). Question bank and previous years question papers are also available in College Web portal. Most of the administrative work is computerized. Physical Infrastructure: The infrastructure consists of ground plus two floors, an extended wing and a research block. The College has a total of 47 Class rooms, Library, Computer Science Lab, Commerce Lab, Psychology Lab and Interior Design Decor Lab, Correspondent Cabin, Principal Cabin, Vice Principal Cabin, Administrative Unit, Staff Rooms, Placement Cell, Counselling Room, Conference Room, Auditorium and Examination Cell. Apart from this pantry and record room are also available. Hygienic rest rooms are provided in each floor. Canteen and Stationery Shop to serve the needs of students.

Research and Development

The staff are motivated to do minor projects which is funded by the Management and also couple of private bodies, publish paper in journals, present research papers in conferences and also publish books in their respective area of interest. The Management has funded an amount of Rs1,13,200/- for minor projects and Global Software funded Rs 45000, PACE builders funded Rs 25000, etc. Apart from this Department of Commerce is offering M.Phil course and part time Ph.D. This academic year the institution took an initiative to provide a platform to the advance learners of all the departments by publishing their research papers. 28 students published papers in language, 30 in Commerce, 31 in Science and 22 in Arts and Management. This offers the advance learners an opportunity to participate in a 'professional' process of learning. It enables students to meet deadlines, organize, collaborate, and demonstrate responsibility, in addition to making them feel confident about their work and how to showcase it.

Examination and Evaluation

The institution has a systematic way of conducting Examination in two parts , Continuous Internal Evaluation (CIE) and End Semester University Examination. Continuous Internal Evaluation (CIE) consists of Internal Assessment I, II and III the students

are also subjected to Assignments and Seminars. The attendance is taken into consideration for evaluation purpose.

The evaluation is shared with the parents through Connect4m webportal and also during the Parents Teachers Meet.

Apart from this, the students appear for the end semester university examination once in a semester which is conducted by the University of Madras. The same is evaluated by the board of examiners who are appointed by the Madras University which is conducted at various centres.

Teaching and Learning

The teaching learning methodologies give a clear path for reaching the students community. Various methodologies like Power Point presentations, Lab exposures, Magazine article discussion, Flash cards, Minute card, Role Play, Brain storming, Discussion etc. and ICT tool like Smart board, Projectors, Computers, Laptops are being used. The students are facilitated through online lecture notes, previous year question paper and question bank which can be accessed through the college web portal. In addition to this they can also take the input from the e-links. The students are encouraged to take up online or direct subject related certificate courses.

Curriculum Development

The curriculum is framed by University of Madras which is executed through lesson plan which consists of the schedule, content, teaching methodologies and learning outcomes.

The curriculum is enhanced with activities like Field Visit, Internship, Industrial visit, Mini projects, Case studies and Government certified courses.

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

E-governance area	Details
Planning and Development	Web portal for SMS dissemination system for sending information to all the students, Staff and the parents and also to share lecture notes and subject related additional information.
Administration	Biometric system for maintaining daily staff attendance and also in the library for both students and staff members

Finance and Accounts	The office maintenance the college administrative documentation using Microsoft Office and accounts section uses Tally and other computerized software to maintain the college accounts.
Student Admission and Support	Online Application System for student Admission and maintaining the Students data base.
Examination	All the university examination related communication, documentation and submission. Through web portal Connect4m the Internal examination mark are disseminated to the parents and students.

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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)
2019	FDP on Research and Minor Projects	Nil	22/07/2019	22/07/2019	79	Nil
2020	Nil	Demonstration of Hand Sanitizer making	20/03/2020	20/03/2020	Nil	30
2019	NET PAPER - 1 COACHING	Nil	12/06/2019	19/06/2019	30	Nil
2019	Google Classroom Google Form	Nil	08/11/2019	08/11/2019	70	Nil
2019	Nil	Training on	07/12/2019	07/12/2019	Nil	10

		Accessing E-Services				
2019	FDP on Teaching And Communication Skill Level - I	Nil	29/08/2019	30/08/2019	28	Nil
2019	Two Days International Workshop on Application of SPSS and AMOS Software's hands on Training with Data for Ph.D. Scholars and Journal Article Writers	Nil	03/06/2019	04/06/2019	32	Nil
2019	FDP on Intellectual Property Rights	Nil	23/11/2019	23/11/2019	79	Nil
2019	FDP on Quality, Innovative Research in Social Science	Nil	04/11/2019	04/11/2019	28	Nil
2020	Three Days FDP on Team Building and managing	Nil	10/02/2020	10/02/2020	40	Nil
View File						

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
Comprehensive e-Learning guide for Administrative Work	3	25/05/2020	19/06/2020	11

Career Course on DATA SCIENCE	2	08/06/2020	12/06/2020	4
Block Chain Machine Learning	1	29/06/2020	03/07/2020	4
Artificial Intelligence Search Methods for Problem Solving NPTEL Course	2	01/07/2019	31/10/2019	122
7 Days online FDP - Iniya vali kalvi - Tamil Illkkanam Karppiththl Nutpangal	2	18/05/2020	24/05/2020	6
12 Days Online FDP - powththa Cinthanai Marabil Tamil Illkiyamum Thalith Illkiyamum	1	27/07/2019	01/08/2019	11
Android App Development	2	05/12/2019	09/12/2019	4
ARPIT(Annual Refresher Programme in Teaching-Management By MHRD)	1	01/09/2019	31/01/2020	152
Data Science Concepts - Theoretical Practical Approach	1	15/06/2020	19/06/2020	4
Effective Quality Research writing	1	07/06/2020	13/06/2020	6
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	16	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF, Gratuity, Medical	EPF, Gratuity, Medical	Medical Insurance

Insurance, Staff Welfare Insurance and 3 Months Maternity leave

Insurance, Staff Welfare Insurance, Ex-gratia and 3 Months Maternity leave

6.4 – Financial Management and Resource Mobilization

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

The institution conducts regular Internal and External Audits on a Quarterly basis. The agency for the Internal Audit is MRT and for External Audit is Puroshothaman agency . Each and Every transaction like Fee receipt , Late fine payment , ID card fine , Internal Assessment Fine, EP fine , All kind of fees , Actual Expenditure vouching, Salaries, Loss of pay calculation, Attendance, etc are audited both at internal and External level. The total budget is authenticated by the Principal , Manager , Secretary and the Portfolio Member, the Correspondent of the institution along with three signing authority Trustees members

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
Sri J.V. Perumal, M/s. Pappichetty Ragaviha Chettys Trustee, Mr. Venkatesh Babu Ramanathan	240000	Endowment, For Library Book, Scholarship
No file uploaded.		

6.4.3 – Total corpus fund generated

11906030

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	ISO, Quest Certification (P) Ltd	Yes	Principal
Administrative	Yes	ISO, Quest Certification (P) Ltd	Yes	Inter Department Auditing and M/s. MRT and Co.

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

The institution conducts only Parent Teacher Meetings once in a semester. As per the feedback collected from the parents, the necessary action is carried over. The institution doesn't have Parent-Teacher Association.

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

1. Webinar - Mental Health for All 2. Diploma in Communication Skills Development

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

1) Ph.D., Full time (Commerce) 2) Guideship for Qualified and Elegible

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
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
2019	Two Days International Workshop on Application of SPSS and AMOS Softwares hands on Training with Data for Ph.D Scholars and Journal Article Writers	03/06/2019	03/06/2019	04/06/2019	32
2020	Three Days FDP on Team Building and managing	10/02/2020	10/02/2020	12/02/2020	40
2019	Two Days FDP on Teaching Communication Skill Level - I	29/08/2019	29/08/2019	30/08/2019	28
2019	FDP on Intellectual Property Rights	23/11/2019	23/11/2019	23/11/2019	79
2019	FDP on Quality, Innovative Research in Social Science	04/11/2019	04/11/2019	04/11/2019	28
2019	FDP on Research and Minor Projects	22/06/2019	22/06/2019	22/06/2019	79

No file uploaded.

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
GENDER JUSTICE	17/07/2020	17/07/2020	100	Nil

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
Solar Energy the natural energy resources are channelized and transformed for EB power generation Wastage from the RO water is utilized in the rest room.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/08/2019	1	Awareness talk on Road Safety.	Manilal Mehta	10
2020	1	1	29/01/2020	1	Awareness talk on Road Safety.	St. Columbians	4
2019	1	1	06/09/2019	1	Awareness talk on Road Safety.	Ganesh Bai School	6
2019	1	1	11/09/2019	16	May I Help you Project	IRCS @ R.S.R.M. Govt. Hospital	90
2019	1	1	18/09/2019	11	Service for Mentally Challenged	Sishu Bhavan	110

					Students.		
2019	1	1	21/10/2019	5	Distribution of Nilavembu Kashayam.	YRC , NSS and Chennai Corporation	250
2019	1	1	21/09/2019	1	Free mega medical camp	Vendor General Public @ SKPC	450
2019	1	1	14/08/2019	1	Cleaned the SARVODHAYA girl's hostel premises as part of Swachh Bharath programme	SARVODHAYA girl's hostel	12
2019	1	1	12/08/2019	1	Cleaned the College premises and Sri Kanyaka P arameswar i temple.	College premises and Sri Kanyaka P arameswar i temple.	20
2019	1	1	06/06/2019	365	Pollution free Environment	Maintenance of Flora and fauna of the institution like Terrace Garden, Vertical Garden etc.	155
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Calendar 2019 - 2020	06/06/2019	Credentials of the institutions (to ensure and motivate the upcoming batch), placement bullets(to bring notice to the students regarding the tieup of the institutions), MoUs with esteemed institutions, list of teaching and nonteaching fraternity,

Rules and Regulation of the students Do's and Don'ts, Rules related to Library usage, University system regulation regarding examination, various clubs and other related activities. The existence of various functioning units like the student s council, college timing, schedule of various events, list of various functions in the institution, Vision and Mission of the institution is also part of the calendar. Inputs related to the internal assessment like Internal Assessment I, Internal Assessment II and Pre semester Internal Assessment - III is scheduled in the academic calendar, which is given as prior information to the student's community. Such a system ensures systematic learning facility for the students thus facilitating the process of learning. In total all kind of information related to academic and extracurricular is shared to the student's community via the Academic Calendar.

Standing order

06/06/2019

Standing order is a bylaw subject to the provision of the rules and regulations of the college. The Management, Principal and the H.O.D.s of the College are the competent authority. On all other aspects it is a recommendatory body. All the rules and regulation pertaining to students' related matters like regular attendance, late coming, examination, discipline, Madras University norms, Penalty and Fine, Fees

Regulation, Withdrawals and Duty of Parents are explained in detail in the standing order. The standing order is amended in the beginning of the academic year and the same is put up in the notice board.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kamarajar Birthday - Tribute to Kamarajar- Assembly Program -30 Minutes	15/07/2019	15/07/2019	1000
Abdul Kalam Birthday - Tribute to Abdul Kalam- -30 minutes	15/10/2019	15/10/2019	100
Mahakavi Bharathiyar Birthday - Tribute to Bharathiyar- 30 minutes	11/12/2019	11/12/2019	100
Bharathi Oru Sagaptham	12/09/2019	12/09/2019	50
Abdulkalam Kavithai Competition	15/10/2020	15/10/2020	25
Swami Vivekananda- Quiz	20/07/2020	20/07/2020	180
Kamarajar Day Klvi Valarchi Nal Quiz	15/07/2020	15/07/2020	107
Gandhi Jayanti Quiz	02/10/2020	02/10/2020	195
Abdul Kalam Birthday Tamil English Essay Writing Competition	15/10/2020	15/10/2020	18
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Terrace Garden 2. Green Entrance 3. Backyard and Vegetable Garden 4. Less Plastic zone by training paper bag making and use of stainless steel water bottles replacing plastic bottles. 5. Usage of RO water wastage utilized in the rest room

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1-- Title: Research Publication for Advance Learners and Mini Research Project for Teaching Fraternity. CONTEXT: Publication Publication serves the important purpose of letting the work or ideas known to others. Publishing a paper is an important parameter and evidence of one's awareness, knowledge, thought - process on the subject. A published paper becomes part of professional identity and helps distinguish from other academicians. In the academic year 2019 - 2020 SKPC took an initiative to provide a platform to the advance learners of all the departments by publishing their research papers with ISBN numbers. 28 students published papers in language, 30 in Commerce, 31 in Science and 22 in Arts Management. This offers the advance learners an opportunity to participate in a 'professional' process. It enables students to meet deadlines, organize, collaborate, and demonstrate responsibility, in addition to making them feel confident about their work and how to showcase it.

Research and Development The staff were also motivated to do minor projects which was funded by the Management and also couple of private bodies, publish paper in journals, present research papers in conferences and also publish books in their respective area of interest. The Management has funded an amount of Rs.1, 13,200/- for minor projects and Global Software funded Rs. 45,000, PACE builders funded Rs. 25,000, etc. BEST PRACTICE 2: TITLE: Entrepreneurship platform UPADHI and Innovation ecosystem ADYAYAN Incubation cell. CONTEXT: To encourage, inspire nurture entrepreneurship among the students the concept called 'Upadhi' came into existence and was inaugurated by Ms. Malathi Lakshman, playback singer. This provides an opportunity to the students to exhibit and enhance their entrepreneurship Skills. The students put stalls after the college hours and have a hand on experience. B.Com (Hons.) students put various stalls like Food, Clothes, Jewellery etc., on working days. Apart from this, stalls were put up in the name of SKPC - UPAADHI for 10 days during Navarthiri celebration in the Kanyaka Parameswari temple premises. The stalls were of food, Fashion Designing items, Paper Bag, Pooja items, Detergent items, Beauty Accessories, Sarees and dresses, Healthy Food items and Games. The total sales was for Rs. 1, 11, 682/-. INCUBATION CENTER 'Adyayan' Incubation center is essential in today's competitive fast changing world, was started in the academic year 2019 - 2020 by Dept. of Computer Science - Shift - I to enable the students to get first hands on experience on e-services, app development etc. Through the Incubation center students and staff get an opportunity to innovate, in entrepreneurship driven activities while nurtured and encouraged by management. Ms. B. Maidhili, Asst. Prof., Dept. of Computer Science has completed her research project titled 'What Next' Mobile application This mobile application provides awareness on career-oriented courses to all the students. This app lists out add-on courses and certificate courses along with career opportunities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://skpc.edu.in/best-practices/>

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

To inculcate the Indian traditional and cultural values among the students Pongal and Navarathri is celebrated in grand manner. In the academic year 2019-2020 the pongal celebration was inaugurated by Actress Ms. Gayathri Raguram. The college premises depicted the life of Indian village in a miniature form. The farmers and weavers from Thirupukuzhi were honored and students donated Rs. 70, 000/- to each of them (Farmers and Weavers). Kids from Balavikar Mentally challenged home 'and representatives from TCS, Chennai National Hospital, Traffic Police and Post Office were invited and honoured.

Competitions and Folk Dances were organized. During 'Navarathri' students gave Cultural performance at Sri Kanyaka Parameswari Temple and on the last day of Navarathri participated in Parvattai. The SKPC staff and students extend their knowledge service to fulfill the needs and requirements of the girls belonging to SRS Sarvodhaya Girls Hostel who are from the poorest strata of society. so that they will be able to face the Global Challenges. The activities for the Sarvodhaya girls are: Tuitions, skill training programme, awareness programme, counselling and career guidance. This is exclusively taken as an institutional social responsibility. Six days orientation programme is conducted in the beginning of the academic year. As communication is a continuous process, on every working day 6 minutes from each major and allied period is allotted for enhancing the communication skill wherein students have to talk in English for a minute on any topic. Apart from this MHRD certified Communication skills certificate course is provided to all the second year students. FEED THE NEED project was initiated wherein weekly once food packets are distributed to the needy people. In random the needy people who cannot even afford to earn and make their living due to physical and mental challenges are identified and the food packets are distributed to them by the students. The food for this purpose is prepared in the temple Anna Chatram. Identifying the needy is a real time constrain. Students find difficulty during distribution as the food packets are demanded by people who actually don't need it. (ex. auto drivers , rickshaw pullers), in spite of such difficulties the students take full effort to reach the real destitute who are in the road sides. Precautionary observations are made in identifying the needy. In a week approximately 85 food packets are distributed. Under Project Drop a Fruit Biscuits, Every Friday students and staff drop a fruit and biscuit in a box which is donated to an orphanages and Old Age Home.

Provide the weblink of the institution

<https://skpc.edu.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

The Covid-19 pandemic scenario has restricted the student-related activities in the education institution. Following the Covid-19 safety measures, the plan of action for the academic year 2020 - 2021 was charted. Bridge course and orientation through online for the fresher's. If the Government permits there will be a direct special orientation for the students and parents of the fresher's in the college premises wherein the HODs, Management members and Nakashtra Students Council will be introduced. A brief highlight is given to the fresher's on the functioning of the institution about the institution culture. Keeping the present covid-19 scenario in view, a special psychological orientation will be provided to all the students to face this covid-19 situation which is the need of the hour. Through the bridge course the students will receive the inputs about the subject they have choosen to pursue. This will help to bridge the gap between the school known facts and the higher education unknown facts. Certificate courses to be conducted to enhance and enrich the subject related knowledge. To enrich the curricular, the department association activities wherein, competitions, seminars, guest lectures, workshops will be organized. Department related field work, industrial visit, career guidance programme will be organized to have hands on experience with the knowledge gained. Various clubs like, NSS, YRC, CCC, Rotaract, Karuna, Young Indians, ECO and Quiz will engage the students in community based activities. Entrepreneur Cell to offer MHRD Diploma Certificate to all the 2nd year students. This year IIC has been incepted to foster the culture of innovation and start-up among the students. The placement consortium will continue with its regular activities like online training program placement drive etc. The teaching fraternity will continue with their mini projects. Release of literature wall magazine and research publication of the students.

