



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

##### 1.Name of the Institution

SHRIMATI INDIRA GANDHI COLLEGE

• Name of the Head of the institution Dr.P.Gajalakshmi

• Designation Principal

• Does the institution function from its own campus? Yes

• Phone no./Alternate phone no. 04312701453

• Mobile No: 9487312199

• Registered e-mail naac.sigc@gmail.com

• Alternate e-mail principal@sigc.edu

• Address P.O.Box No. 369, Chatram Bus Stand, College Road,

• City/Town Tiruchirappalli

• State/UT Tamil Nadu

• Pin Code 620002

##### 2.Institutional status

• Affiliated / Constitution Colleges Affiliated

• Type of Institution Women

• Location Urban

- Financial Status **Self-financing**
- Name of the Affiliating University **Bharathidasan University**
- Name of the IQAC Coordinator **N.Vijayalakshmi**
- Phone No. **04312717584**
- Alternate phone No. **04312702797**
- Mobile **9965779358**
- IQAC e-mail address **iqac@sigc.edu**
- Alternate e-mail address **iqac.sigc@gmail.com**

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

<https://www.sigc.edu/pdf/AQAR-2022-2023.pdf>

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

**Yes**

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

<https://www.sigc.edu/pdf/Calendar-2023-2024.pdf>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>80</b>	<b>2005</b>	<b>08/01/2004</b>	<b>07/01/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.11</b>	<b>2009</b>	<b>30/09/2009</b>	<b>29/09/2014</b>
<b>Cycle 3</b>	<b>A</b>	<b>3.25</b>	<b>2015</b>	<b>01/05/2015</b>	<b>30/04/2020</b>
<b>Cycle 4</b>	<b>A</b>	<b>3.23</b>	<b>2024</b>	<b>16/05/2024</b>	<b>15/05/2029</b>

**6.Date of Establishment of IQAC**

**25/06/2004**

**7.Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty/Student	Science & Technology Project	TNSCST	2024 (1 year)	7500
Faculty/Student	Science & Technology Project	TNSCST	2024 (1 year)	7500
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Faculty/Student	Science & Technology Project	TNSCST	2024 (1 year)	7500
Institutional	Adopt a Village for Development	Unnat Bharath Abhiyan	2024 (1 Year)	50000

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

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

**9. No. of IQAC meetings held during the year** **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

1. IQAC organized Faculty Development Programme on "Overview of Technology and Research Management in DRDO" on 01.04.2023. 2. Green, Environment and Energy audit was conducted on 25.05.2023. 3. Renewed ISO - 9001:2015 certification

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Identify areas to be strengthened	Enrolment, Placement, all round development of students, Infrastructure entrepreneurship, innovation were identified
Review of programmes offered	19 Section of various programmes were suspended
All round development of students	1) Focus on six areas for enrichments students. 2) More extra curricular & Co-curricular events to bring out latent talents. 3) Motivation for internships.
Infrastructural Modifications	Construction of finance section, Board room, Centralized library, Seminar hall, Placement & Training wing, Refurbishing of Physics and Computer Science lab
To offer self driven innovation program and business plan and ideation through Institute Innovation Council	56 different programmes like Workshops conducted on Research Methodology, Intellectual Property Rights, entrepreneurship and skill development ,11patents were Published by our faculty and students & 2 patents were Granted
Quality Assurance strategies	ISO internal audit was conducted
Green Practices	Energy, Green and Environment audit was carried out
Student development programmes	A 30 Hrs of training programme

focusing on developing skill sets for placement.	in Hr Analytics and Ai Tools, Full stack development,/IoT, Aurdino, Art, Design and Trends, Robotic, power BI, for 3334 Students from various programme to make them employable in their field
Faculty to develop minimum 2 e-content per year	320 e- contents were developed by the faculty members
Every department should get at least one funded research project	2 departments received fund from ICSSR to organize Seminars and departments received fund from TNSCST under student project scheme
Institutional registration for virtual repository with National academic depository	our college has registered in Digi locker in NAD on 31.5.2023
to establish roof garden, vermiwash, and mushroom hut unit in the campus	Established Roof garden on VG Block, mushroom hut and vermiwash in college garden
Health centre to be established in college premises	Health centre was established in the K Block ground Floor

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

- Name of the statutory body

Name	Date of meeting(s)
National College Council	09/11/2024

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

## Part A

### Data of the Institution

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• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
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• Alternate e-mail	<b>principal@sigc.edu</b>
• Address	<b>P.O.Box No. 369, Chatram Bus Stand,College Road,</b>
• City/Town	<b>Tiruchirappalli</b>
• State/UT	<b>Tamil Nadu</b>
• Pin Code	<b>620002</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Women</b>
• Location	<b>Urban</b>
• Financial Status	<b>Self-financing</b>
• Name of the Affiliating University	<b>Bharathidasan University</b>
• Name of the IQAC Coordinator	<b>N.Vijayalakshmi</b>

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2022 - 2023	22/02/2023				

**15.Multidisciplinary / interdisciplinary**

This institution, affiliated with Bharathidasan University, embraces a forward-thinking educational approach centered on the Choice Based Credit System (CBCS). Key aspects include:

**Multidisciplinary & Interdisciplinary Learning:** Students engage with Non-Major Electives, Skill-Based Electives, and Allied papers, fostering a holistic understanding.

**Cross-Cutting Integration: Curriculum:** Cross-cutting issues are seamlessly integrated into core courses.

**Extracurriculars:** Clubs like the Gender Club, Dr. Muthu Lakshmi Reddy Women Empowerment Study Circle, and Students' Exnora actively promote social awareness.

**Initiatives:** Guest lectures, seminars, and workshops address professional ethics, gender equity, environmental sustainability, and the use of renewable energy.

**Value-Added Programs:** A wide array of add-on courses, including those in Beauty Culture, E-commerce, Fashion Technology, and Artificial Intelligence, enhance employability and skill development.

**Language Proficiency:** Emphasis is placed on both local (Tamil) and global (English) languages to cultivate effective communication skills.

**Community Engagement:** Extension activities, such as village adoption and participation in government schemes like Swachh Bharat Mission and Fit India Movement, foster social responsibility.

**Experiential Learning:** Industrial visits, field trips, and outreach programs provide valuable real-world experiences.

In alignment with the National Education Policy (NEP), the institution will further strengthen its multidisciplinary and interdisciplinary approach. This will not only enhance the overall student experience and institutional welfare but also equip both faculty and students with a robust foundation of core knowledge and skills.

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

This institution, while yet to fully implement the Academic Bank of Credits (ABC) system, recognizes its immense potential for student-centric education. The ABC system will serve as a crucial platform to:

**Track and Recognize Student Achievements:** It will systematically record and acknowledge all learning outcomes, including those from internal courses and external platforms like SWAYAM-NPTEL.

**Encourage Lifelong Learning:** The system will incentivize students to pursue additional courses for personal and professional growth by offering credit transfers.

**Enhance Faculty Development:** By encouraging faculty to engage in continuous professional development through courses like Python for Data Science, Soft Skills Development, and Post-Modernism in Literature, the institution ensures a highly qualified and

knowledgeable teaching staff. Facilitate Future Pathways: Accumulated credits within the ABC system can be seamlessly transferred towards future academic programs, providing greater flexibility and choice for students. By leveraging the ABC system, the institution aims to: Create a Comprehensive Learning Repository: This repository will serve as a valuable asset for both students and the institution, showcasing its commitment to quality education and student success. Cultivate Skilled Professionals: The system will empower students to build a robust portfolio of skills and knowledge, preparing them for successful careers in a rapidly evolving world. The implementation of the ABC system will be a significant step towards creating a truly student-centric and forward-looking educational environment.

### 17.Skill development:

**Fostering Holistic Development: A Focus on Skill Enhancement** This institution recognizes the critical role of skill development beyond academic knowledge in preparing students for success. A multifaceted approach is employed to nurture:

**Communication Skills:** Students are trained in all aspects of language (Listening, Speaking, Reading, Writing) through dedicated language labs and professional English courses.

**Cognitive and Critical Thinking:** Soft skills training emphasizes cognitive strategies and critical thinking abilities.

**Emotional Intelligence:** The institution focuses on developing emotional intelligence and power skills to help students manage emotional challenges and build resilience.

**Interpersonal and Intrapersonal Skills:** Emphasis is placed on fostering effective interpersonal communication, teamwork, and intrapersonal skills such as self-awareness and self-regulation.

**A Phased Approach to Skill Development:**

- Year 1:** Foundation is laid with value education, professional English, and communicative English training through dedicated language labs.
- Year 2:** Focus shifts towards placement training through the dedicated Training and Placement Cell. Industry experts from NITs and leading corporations are invited to share their insights and expertise.
- Year 3:** Students are prepared for competitive examinations, including government exams (TNPSC, Group Exams, Bank Exams), through specialized training programs.

**Entrepreneurship Skill Development:** The institution actively promotes entrepreneurship through seminars, workshops, and initiatives like "SKILLATHON." These programs aim to equip students with the necessary skills and knowledge to pursue entrepreneurial ventures.

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

This institution, affiliated with Bharathidasan University, actively promotes the Indian Knowledge System (IKS) through a multifaceted approach. Curriculum Integration: Skill-Based Electives: Courses like Tourism & Travel Agency, Cultural Tourism in India, and Tourism Product for UG students provide in-depth insights into India's rich cultural heritage. Language Courses: Sanskrit: Students delve into the history of Sanskrit literature, exploring key texts like the Vedas, Upanishads, and Bhagavad Gita. Tamil: The curriculum encompasses the history of Sangam literature and its profound impact on Tamil civilization. Hindi: Students learn about the history of Hindi literature, the works of renowned poets and writers, and the social behavior of people in ancient times. Value Education: A dedicated course in Value Education for first-year UG students fosters a deep understanding of Indian values, morals, and their significance in shaping a meaningful life. Extracurricular Activities: Cultural Clubs: The Fine Arts Club plays a vital role in nurturing students' cultural skills through various activities. Cultural Celebrations: The institution actively celebrates festivals like Pongal, Holi, and Onam, providing students with opportunities to experience and learn about diverse Indian traditions and cultures. Workshops and Competitions: Workshops on tailoring, embroidery, aari design, and jewelry making expose students to India's rich heritage of crafts and artistry. Experiential Learning: Educational Tours: Visits to temples, palaces, and heritage monuments provide firsthand exposure to India's architectural marvels, sculptures, and historical events. Dissemination of Traditional Knowledge: Departments of Biochemistry and Microbiology: Conduct awareness programs and celebrations to highlight the significance of Indian cuisine, medicinal herbs, and traditional health practices.

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

This affiliated institution has embraced an outcome-based education (OBE) approach, prioritizing student learning outcomes over traditional teacher-centric methods. Key Features of the OBE Approach: Focus on COs and POs: The curriculum is meticulously designed with clearly defined Course Outcomes (COs) and Program Outcomes (POs). CO-PO Mapping: A robust CO-PO mapping framework ensures that all learning outcomes align with the desired program objectives. Student-Centric Learning: The focus shifts from direct instruction to student-centered learning methodologies, including project-based learning, flipped classrooms, and inquiry-based learning. Skill Development: The curriculum emphasizes the development of essential skills, including problem-solving, analytical, computational, and statistical skills. Impact on

**Student Success: Enhanced Employability:** Graduates are well-prepared for careers in diverse fields such as IT, Electronics, IoT, and Diagnostics Laboratories. **Improved Research Capabilities:** The focus on research and critical thinking equips students for successful careers in research and academia. **Holistic Development:** The institution fosters the development of psychomotor, affective, and cognitive skills through a well-rounded curriculum and experiential learning opportunities.

## 20.Distance education/online education:

**Leveraging Online Education for Enhanced Learning** While this affiliated college primarily focuses on traditional, in-person instruction, it effectively integrates online learning methodologies to enhance the student experience. **Key Online Learning Strategies:** **Interactive Platforms:** The institution utilizes various online tools, including video conferencing (G-Meet), learning management systems (Google Classroom), podcasts, online discussion forums, and educational apps to facilitate interactive learning. **Skill Development:** Online platforms are leveraged to develop crucial skills, such as coding, language proficiency, digital marketing, project management, and public speaking. **Industry Exposure:** The institution organizes national and international webinars conducted by reputed institutes to broaden student horizons and provide exposure to industry best practices. **Access to High-Quality Resources:** Students are encouraged to utilize platforms like Swayam-NPTEL and Cambridge University online courses to access a wealth of high-quality educational resources. **Soft Skills Development:** The Placement and Training Division Cell effectively utilizes online tools to enhance student soft skills, preparing them for the professional world. **Benefits of Online Integration:** **Enhanced Learning Experience:** Online learning provides access to a wider range of resources, promotes deeper engagement, and facilitates personalized learning experiences. **Skill Enhancement:** Online platforms offer opportunities for students to develop in-demand skills that are crucial for success in today's competitive job market. **Improved Accessibility:** Online resources provide greater flexibility and accessibility for students to learn at their own pace.

## Extended Profile

### 1.Programme

1.1

1045

Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	3334
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	830
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	1183
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	187
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	15
Number of Sanctioned posts during the year	



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

**4.Institution**

4.1	101
Total number of Classrooms and Seminar halls	
4.2	120326604
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	742
Total number of computers on campus for academic purposes	

**Part B****CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College is affiliated to the Bharathidasan University and follows the CBCS - LOCF framework for curriculum delivery. Many of the members of the faculty of the college are members of the Board of Studies, who actively participate in the design of curriculum.

Based on the academic calendar of the university, the College Calendar is drafted and distributed to all. The institution follows a five day order with six hours per day. The academic calendar specifies the schedule for Mid and Pre-Semester Examinations and it also indicates the date of commencement of odd and even Semester. The internal marks of students are computed based on the scores obtained in the Mid-Semester and Pre-Semester Examinations, class assignments, quiz, and seminar.

The Heads of Departments prepare the academic activity schedule for the forthcoming year and submit it to the Principal, who reviews the action plans and gives feedback. The day wise teaching and assessment plans for each semester are recorded in the work done and assessment register. If there are deviations, they are also indicated in the register. The execution of plans is checked by the Heads of department and finally by the principal at the end of the semester.



Co-curricular and extra - curricular activities are conducted by the departments to supplement the syllabus and connect the bridge between curriculum and learning beyond the classroom.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/BHARATHIDASAN UNIVERSITY COMMUNICATION (2) compressed.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/BHARATHIDASAN UNIVERSITY COMMUNICATION (2) compressed.pdf</a>

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

The institution follows a well-organized academic planning process in alignment with the University's calendar. Key elements include:

#### Alignment with University Calendar

- **Academic Schedule:** Dates for the start and end of classes, examination schedules (odd and even semesters), and deadlines for exam applications and fee payments are dictated by the University calendar.
- **College Calendar:** Includes additional details such as Mid-Semester and Pre-Semester Exam dates, and holidays.

#### Course-Wise Teaching Plan

- **Teacher's Planning:** Each teacher prepares a detailed teaching plan at the semester's start, specifying the hours required for each topic.
- **Activities Included:** Plans incorporate tests, assignments, group discussions, and seminars for comprehensive learning.

#### Work Done Assessment Register

- **Record Keeping:** All teaching activities, deviations, and adjustments are meticulously documented in the Work Done and Assessment Register.

- **Execution:** Teachers strive to adhere to the plan, ensuring all planned activities are executed effectively.

#### Contingency Management

- **Adjustments for Unforeseen Events:** In cases of natural disasters or unexpected events, alternative schedules are implemented as per government or university directives.
- **Documentation of Changes:** Any deviations from the original plan are recorded and tracked.

#### Commitment to Schedule

- **Adherence to Plans:** Efforts are made to follow the original schedules closely under normal circumstances, ensuring consistency in academic delivery.

This approach underscores the institution's dedication to maintaining academic rigor while being flexible enough to accommodate unforeseen disruptions.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://sigc.edu/pdf/Calendar-2023-2024.pdf">https://sigc.edu/pdf/Calendar-2023-2024.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

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

## 1.2 - Academic Flexibility

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

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

28

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

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

49

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

3334

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

3334

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The institution intergrates crosscutting by planning proactivelythus integrating cross-cutting issues into its curriculum and co-curricular activities.

Integration through Curriculum: We offer the following courses under the affiliation of Bharathidasan University

- Value Education (I Semester): Focuses on moral and ethical principles.
- Environmental Studies (II Semester): Encourages environmental awareness and sustainability, as per UGC guidelines.
- Soft Skills Development (V Semester): Enhances communication, teamwork, and professional ethics.
- Gender Studies (VI Semester): Promotes understanding of gender equity and related issues.

Integration through Co-Curricular Activities

Various clubs and associations actively address cross-cutting themes:

- Gender Club:Focus on gender equality and women empowerment.
- Youth Red Cross: Aims to develop a Human values by inculcating spirit of service in young people.

- **Students' Exnora:** Promote environmental awareness, conservation, and the use of renewable resources.
- **Consumer Club:** Educates students on consumer rights and responsibilities.
- **Rotaract Club:** Engages in community service and leadership development.

#### Events, seminar and Workshops

- **Guest Lectures, Seminars, and Workshops** are regularly organized to address key themes such as professional ethics, gender equity, environmental sustainability, and human values.

#### Focus Areas

- **Professional Ethics:** Instilled through academic courses and expert sessions.
- **Gender Equity:** Addressed through both curriculum and club activities.
- **Environmental Sustainability:** Promoted through courses and club initiatives focused on clean energy and conservation.
- **Human Values:** Reinforced through value education and related events.

This multi-faceted approach ensures that students develop a holistic understanding of societal issues, fostering well-rounded individuals committed to ethical, gender, human values and sustainable practices.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

25

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

1321

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</b> <b>Students</b> <b>Teachers</b> <b>Employers</b> <b>Alumni</b>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>URL for stakeholder feedback report</td><td><a href="#">View File</a></td></tr> <tr> <td>Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information(Upload)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	<a href="#">View File</a>	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>	Any additional information(Upload)	<a href="#">View File</a>	
File Description	Documents								
URL for stakeholder feedback report	<a href="#">View File</a>								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>								
Any additional information(Upload)	<a href="#">View File</a>								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>URL for feedback report</td><td><a href="https://sigc.edu/pdf/Stake%20Holder%20Feedback%20Analysis%202023%20-%202024.pdf">https://sigc.edu/pdf/Stake%20Holder%20Feedback%20Analysis%202023%20-%202024.pdf</a></td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	<a href="#">View File</a>	URL for feedback report	<a href="https://sigc.edu/pdf/Stake%20Holder%20Feedback%20Analysis%202023%20-%202024.pdf">https://sigc.edu/pdf/Stake%20Holder%20Feedback%20Analysis%202023%20-%202024.pdf</a>			
File Description	Documents								
Upload any additional information	<a href="#">View File</a>								
URL for feedback report	<a href="https://sigc.edu/pdf/Stake%20Holder%20Feedback%20Analysis%202023%20-%202024.pdf">https://sigc.edu/pdf/Stake%20Holder%20Feedback%20Analysis%202023%20-%202024.pdf</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>2132</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Institutional data in prescribed format</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of</b>									

supernumerary seats)

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

830

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The institution adopts a comprehensive approach to cater to diverse learning needs, ensuring effective teaching, learning, and evaluation.

The institution acknowledges the diverse learning levels among students and organizes tailored programs for both advanced and slow learners.

Learning levels are assessed through oral interactions, assessments, and question-answer sessions. Based on these evaluations, students are classified as slow learners or advanced learners.

- **For Slow Learners:** Slow learners receive personalized support through remedial coaching, extra tutorials, and motivational guidance from mentors and faculty. The Language Lab is used to improve their Listening, Speaking, Reading, and Writing (LSRW) skills.

- **For Advanced Learners:** Advanced learners are encouraged to showcase their abilities through contests, seminars, and workshops. They are guided to pursue extra certifications via platforms like SWAYAM, NPTEL, and Google Online Courses. They also have access to preparation materials for exams like NET, GMAT, GRE, and TOEFL available in the library.

Support for PG and M.Phil Students:

Postgraduate and M.Phil students are trained to conduct case studies and publish research findings. The institution organizes



ideathons and hackathons to foster creativity and innovation. Library hours are extended till 7 p.m. to their Research or Studies

#### Career Development and Placement Support:

The institution conducts career counseling programs, HR conclaves, and placement drives to prepare students for successful careers, ensuring they are well-equipped for the job market.

File Description	Documents
Link for additional Information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2023%20-%2024%20Advance%20Learners%20Proof%20for%20upload.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2023%20-%2024%20Advance%20Learners%20Proof%20for%20upload.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
3334	187

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

#### 2.3 - Teaching- Learning Process

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

The institution emphasizes student-centric teaching methods to enhance learning experiences through experiential learning, participative learning, and problem-solving methodologies.

Experiential Learning is integral to the curriculum across all disciplines. Science students engage in practical sessions where they apply theoretical concepts in real-world contexts. Project work in industries offers them first-hand exposure to the latest developments in their fields. Field visits, industrial visits, and educational tours are conducted to provide students with valuable hands-on learning experiences related to their courses. Internships further enhance practical knowledge by allowing students to experience industry practices and systems.

Participative Learning is encouraged in the Department of Management Studies, where students actively participate in case studies, seminars, business games, simulation exercises, mini-projects, and role-plays. These activities foster collaborative learning and problem-solving skills. The department also organizes pre-placement training, soft skills workshops, and mock interviews to equip students for future challenges.

Problem-Solving Methodologies are implemented through assignments and activities that require students to apply theoretical knowledge to real-life problems. Students are encouraged to express their ideas through presentations, models, charts, and videos, utilizing the Knowledge Resource Center and internet for research. Additionally, national seminars, debates, group discussions, expert interviews, and exhibitions provide platforms for students to showcase their learning and analytical abilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2_3_1_Student_Centric_Methods_(2023-2024)_Final_12_12_2024_for_additional_link.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2_3_1_Student_Centric_Methods_(2023-2024)_Final_12_12_2024_for_additional_link.pdf</a>

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

The institution leverages Information and Communication Technology (ICT) tools to enhance the teaching and learning process. The college provides 200 Mbps internet bandwidths through a leased line, ensuring reliable connectivity across the campus. Administrative blocks are Wi-Fi enabled, while academic blocks are connected via Ethernet to ensure seamless access to digital resources.

31 classrooms are equipped with interactive flat panels, smart TVs, and projectors connected to PCs, enabling faculty to access e-resources and demonstrate concepts through presentations, videos, and audio. Computer labs are equipped with projectors and amplifier-microphone systems for effective demonstrations of programming techniques, allowing students to learn and practice simultaneously.

Hostel students have access to computer facilities with internet connectivity, facilitating their study hours. The entire campus is connected through a fiber-optic network, ensuring smooth access to e-books and digital resources available via the information center and library. The library is fully automated and accessible remotely.

The institution uses GSuite for integrated domain governance, user management, video conferencing, and streaming. Generative AI tools, such as ChatGPT, are utilized by both faculty and students to create and enhance learning materials. Study materials and question banks are available on the college website, and faculty share additional resources via blogs. Security is ensured through firewalls and antivirus software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.sigc.edu/buildings.php">https://www.sigc.edu/buildings.php</a>

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

#### 2.3.3.1 - Number of mentors

182

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

### 2.4 - Teacher Profile and Quality

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

187

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

**80**

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

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

##### **2.4.3.1 - Total experience of full-time teachers**

**2398**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### **2.5 - Evaluation Process and Reforms**

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

The institution ensures a transparent and well-structured internal assessment system that is clearly communicated to students. The details of the Continuous Internal Assessment (CIA) process, including its frequency and evaluation criteria, are discussed with students by the faculty before each assessment. The college website provides easy access to the course syllabi, which includes information on the distribution of marks for both CIA and University Examinations (UE), along with regulations for undergraduate & postgraduate programs.

To ensure clarity, the question paper patterns and scheme of valuation are also explained with examples, helping students understand the assessment structure. The college calendar provides comprehensive details on CIA calculation, attendance rules, and important assessment dates. Faculty members announce the dates for internal tests, unit tests, and assignment submissions at least a week in advance, allowing students sufficient time to prepare.

The college conducts two internal assessments per semester, with each test covering 60%, and 100% of the syllabus respectively. The tests are held at regular intervals, approximately one and a half months apart, and are designed to align with university exam pattern. These internal assessments are conducted and evaluated in a manner consistent with university examination standards, ensuring transparency and fairness in the evaluation process.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2_5_1_Internal_Mark_Register_Scan_Copy_for_the_year_2023_-_2024.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2_5_1_Internal_Mark_Register_Scan_Copy_for_the_year_2023_-_2024.pdf</a>

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

The institution has a transparent, time-bound, and efficient mechanism in place to address grievances related to internal examinations, ensuring prompt resolution. While grievances regarding Continuous Internal Assessment (CIA) are rare, they are typically addressed by the concerned faculty or class tutor. In case of unresolved issues, the matter is escalated to the Head of the Department (HOD), who, after discussing the issue with the concerned faculty and class tutor, takes necessary actions to resolve the grievance.

For discrepancies in question papers or issues with the evaluation, the Controller of Examinations (COE) is notified, and requests for moderation are made. If students feel their CIA scores are not accurate, they can apply to the university for improvement.

In cases where students believe they have been wrongly marked absent or their results have been withheld, these issues are handled by the class tutor. After the publication of university exam results, students can apply for re-totalling or revaluation if they believe their performance has not been fairly assessed. The college processes these applications and forwards them to the university for further action.

The college maintains transparency by discussing evaluated answer scripts with students in class and posting internal marks on noticeboards. Grievances regarding internal marks are promptly addressed by the concerned faculty. All answer scripts are returned to students within a week, and a grievance box is also available for submitting any concerns.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2_5_2_Link_to_Additional_Information.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/2_5_2_Link_to_Additional_Information.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution clearly defines and displays the Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) for all programs offered. These outcomes are made publicly accessible on the college website for transparency. The syllabi, along with the POs, PSOs, and COs, are circulated to the faculty, and their understanding of these outcomes is ensured through departmental meetings and academic council discussions led by the Principal.

At the beginning of each program, students are introduced to the Programme Specific Outcomes (PSOs) and the relevance of each course within the program. Teachers also highlight the objectives

and significance of each course (COs), ensuring students understand the purpose of their studies. These outcomes are prominently displayed on noticeboards or blackboards within classrooms to reinforce understanding.

Faculty members actively assess the achievement of course outcomes through various means, such as class tests, assignments, and group discussions, and adapt classroom activities to align with these outcomes. Additionally, student and alumni feedback are collected to evaluate the effectiveness of the programme and course outcomes. This feedback is reviewed by the academic council, and necessary adjustments are made to improve curriculum delivery and ensure that the intended learning outcomes are consistently met.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.sigc.edu/pdf/PO-PSO-AND-CO.pdf">https://www.sigc.edu/pdf/PO-PSO-AND-CO.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of Programme Outcomes (POs) and Course Outcomes (COs) is systematically evaluated by the institution through both direct and indirect methods. The Continuous Internal Assessment (CIA) is a comprehensive and ongoing process throughout the semester, designed to assess the achievement of COs in a phased manner. CIA includes a range of assessment tools such as class tests, quizzes, seminars, case studies, assignments, mini-projects, classroom interactions, and Mid-Semester Examinations, which are conducted twice per semester. For practical courses, students' performance in lab experiments and model practical exams are also evaluated.

As per the CBCS system, 25% of the total marks for theory courses and 40% for practical courses are allocated to CIA. The final attainment of COs is determined through the combined assessment of University Examinations (UE) (75%) and CIA (25%). The university exam results, published at the end of each semester, serve as a direct method to evaluate COs.

To assess Programme Outcomes and Programme Specific Outcomes (PSOs), the institution uses the results of the relevant courses

and integrates student and alumni feedback as an indirect measure. The success of these outcomes is further reflected in placement drives and recruitment patterns. The attainment of POs and PSOs is computed using the following formula:

PO/PSO Attainment (%) = (80% weightage x Average attainment in direct method) + (20% weightage x Average attainment in indirect method).

This structured evaluation process ensures that the institution effectively monitors and enhances student performance, ensuring alignment with desired learning outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Po_CO_Mapping_2022-2023.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Po_CO_Mapping_2022-2023.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

1090

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.sigc.edu/pdf/College-Day-Report-2023-2024.pdf">https://www.sigc.edu/pdf/College-Day-Report-2023-2024.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://www.sigc.edu/pdf/Student%20Satisfaction%20Survey%20Analysis%202023%20-%202024.pdf>



<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
455000	
File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
7	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://www.tanscst.tn.gov.in/">https://www.tanscst.tn.gov.in/</a> <a href="https://unnatbharatabhiya">https://unnatbharatabhiya</a> <a href="https://icssr.org/n.gov.in/">https://icssr.org/n.gov.in/</a>
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	

85

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

18

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

86

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

**The college actively participating in various extension activities**

totemper students about social issues and contribute to thecommunity. These extension activities are integral part of the UGcurriculum, providing students with a broader perspective on life.The activities conducted by NSS, Nature Club, Exnora, Youth RedCross, and Gender Club include Swachh Pakwara campaigns, awarenessrallies, tree plantations, personal and menstrual hygiene awareness programs, inculcation of spiritual and moral values through oath-taking and walkathons,campus clean-ups, promotion of yoga for stress management and good health, and preservation of the ecosystem through tree planting.Additionally, the college organizes events to promote national integrity and constitutional rights, celebrating Independence Day, Gandhi Jayanthi, Constitution Day, Republic Day, Teachers' Day, and Sadbhavana Diwas.Many departments also conduct outreach programmes and extensionactivities like role of Hospital Administrators, Life stylemodifications and cancer, Triggering the Math Instinct withDivergent Thoughts, Mentoring the Mentor, Machine Learning andCloud, Mobile Phone Usage, Environmental Science and Technology,Solid Waste Management, Critical Thinking and Innovative Design,Recent Advances in Microbiology and Cancer Immunology, MushroomTechnology and Time & Stress Management to students in schools andcolleges in and around Trichy.

File Description	Documents
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Neighbourhood_community_Report_2023_-_2024.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Neighbourhood_community_Report_2023_-_2024.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

**65**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**3334**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

56

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

12

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**Institution's infrastructure includes 12 buildings, 110 class rooms, 25 staff rooms with lift and ramp facilities. 28 ICT enabled smart classrooms with IFP or Smart TV, 3 classrooms with Desktops and projectors, 3 seminar halls connected with Optical Fibre 200 Mbps Leased Line, Wi-Fi for networking and an open-air auditorium with stage, green room, projector and amplifier facilities. 30 Mbps broadband network line for backup networking.**

Fully automated general library and Departmental Library for M.B.A with OPAC, 25 systems with internet access, reprography facilities, 36664 bar-coded volumes and 20010 titles, 62 printed periodicals in various subjects classified with Dewey Decimal classification. They have access to INFLIBNET (N-list) and DELNET. Software for screen reading and scanner reader for visually impaired. 6 air-conditioned computer labs with 580 systems in LAN, 148 computers for hostel student with sufficient software, peripherals, inbuilt speakers, projectors, amplifiers, microphone, furniture and fixtures. 68 classrooms and all departments have desktops connected to the internet. Four academic blocks and hostel have Wi-Fi facilities connected to the Internet. 2 x 125 KVA generators for backup power supply for the campus. Language lab software with 100 licenses. Quality Control Lab, Fashion Illustration Lab with AutoCAD software, Sewing Technique Lab, Biochemistry and Chemistry Laboratory, Microbiology lab, and Physics Laboratories. All computer labs, seminar halls, and auditoriums have projector and amplifier facilities and are connected to the internet.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/4_1_1_compressed.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/4_1_1_compressed.pdf</a>

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

The College has a 5.11-acre sports ground with meeting space, dressing room and toilets besides courts for playing badminton, volleyball and handball. There is also an athletics track. The College has a Badminton Court and a Basketball Post inside the campus for short time practice. Indoor sports facilities like Table tennis, Chess, Carom etc. can be played in the indoor games room. Also, we have yoga room to practice asanas and gym for both students and faculties. Sports students are provided with scholarships, sports suits, food, transportation for attending sports events / coaching camps. Sports gear is also provided. In addition to that, the institution provides adequate facilities for fine arts. Fine-arts is practised in classrooms and halls available in the college. A room for storing costumes and equipment for fine-arts is provided. Special coaches are engaged for training students. An open-air auditorium with a capacity of

1500, with stage, green room, focus lamps, sound systems and furniture are available for conducting programmes. Transportation facilities are also provided to students who participate in sports and cultural events held outside the college. Special stage setup and properties are also provided during the conduct of cultural events. Digiboards are installed in multiple places for viewers to enjoy the programmes. Audio editing facility is provided for background music / dialogue.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.facebook.com/share/v/afwgg74z4QJ_8Wn2X/?mibextid=oFDknk">https://www.facebook.com/share/v/afwgg74z4QJ_8Wn2X/?mibextid=oFDknk</a>

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

37

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

37

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/ICT_Facilitites.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/ICT_Facilitites.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

52016236

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

In our institution we have two libraries. They are central library and an exclusive library for M.B.A. Totally, we have around 36664 volumes of books under 20010 titles that are all classified with Dewey Decimal classification. We also subscribe to 62 printed periodicals besides having access to bibliographic databases like DELNET and INFLIBNET (N-List) that provide access to e-books, e-journals, and magazines. Key features of our library; Total area of General library is 2365.38 sq.ft and M.B.A library is 106 sq.m, both libraries have been fully automated with the software called "NIRMALSPRO®. All computers in the libraries are connected via LAN to a server. The library software supports Acquisition Control System, Bibliographic Control System, Circulation Control System, Serials Control System, Online Public Access Catalogue (OPAC), Nirmals' General Utilities, Self-Charging and Discharging Systems, and Gate Entry Monitoring System. The library also has software to support visually challenged students, high-speed camera scanner with Open book OCR software, and "Fusion Talking software for computer operation" and Conversion to Braille are also available. The students also have access to 'book bank scheme' and Competitive books for exam preparation. There is an alumni corner in which alumni contribute used books or new books for student use.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/OPAC_Digital_Library_N.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/OPAC_Digital_Library_N.pdf</a>

### 4.2.2 - The institution has subscription for the A. Any 4 or more of the above



following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

6,55,581

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

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

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

250

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Institution frequently updates its IT facilities based on evolving

needs. Every year IT infrastructure is reviewed during regular meetings held for the purpose with the CEO. Asset management and utilization of available resources are reported. Based on these, if any new requirement arises, management permits extension / expansion of IT infrastructure. Besides regular replenishment of IT accessories and supplies, utilization of network bandwidth, extension of WiFi to additional areas and provision for other IT based facilities is also envisaged: The following updations were carried out during the period 2023-2024: 1. G-Suite license was renewed for live streaming for specific mail addresses in the domain. 2. 3 more classes were converted into the ICT-enabled classes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sigc.edu/infra.php">https://sigc.edu/infra.php</a>

#### 4.3.2 - Number of Computers

742

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

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

5,18,72,151

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institution ensures regular maintenance and upkeep of all infrastructural facilities. Maintenance activities are carried out by both trained in-house experts and appropriately outsourced agencies. A full-time janitor is appointed by the college to ensure the cleanliness, hygiene, sanitation, water supply, electricity and security. The college has fulltime professional plumber, electrician, sweepers, and gardeners. All classrooms and blocks are cleaned and maintained tidy on the regular basis. The institution has support staffs who goes round the clock and monitor the labs, classrooms and their locking system. The institution has IT team with Senior Technical Assistant and a Computer Network Assistant to provide regular support services relating to computer hardware and software. To promote smooth functioning of UPS, Annual Maintenance Contract is bolster to reduce uncertainty. In addition to that, generator and A/C are installed. Annually, the college authority monitor and maintain the transportation facility. Fire-fighting equipment in all vantage points is under AMC. An Incinerator is placed in the Garden near the hostel and in all the academic blocks for the disposal of sanitary napkins. Generator, General Lighting of Lamps, Power Supply Distribution and Solar Panel are available and maintained by the electrician for an uninterrupted academic purpose. Supporting staff are present on campus at all times to ensure the continuous maintenance of all buildings.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/4_4_2_Supporting_document-11.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/4_4_2_Supporting_document-11.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

351

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

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

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

298

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="https://www.sigc.edu/">https://www.sigc.edu/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>3334</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>3334</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**561**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

#### **5.2.2.1 - Number of outgoing student progression to higher education**

**289**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

5

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### **5.3 - Student Participation and Activities**

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

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

24

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

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

The institution has a well-structured Student Council, comprising members from both undergraduate (UG) and postgraduate (PG) levels. The UG members include the Secretary, Joint Secretary, and Treasurer, while the PG representation consists of the President and Vice President. These positions are elected through a transparent process by a group of faculty and student nominees.

The Student Council plays a vital role in organizing various extracurricular and co-curricular activities, fostering student engagement. It also ensures effective communication between students, faculty, Principal, and Management, and collects feedback to address grievances and improve the academic ecosystem. The council contributes to enhancing the quality of services and academic experience at the institution.

Each department has an Association President and Vice President, facilitating communication within the department. These leaders are formally honored during the annual installation ceremony. Additionally, student representatives serve on various academic clubs and committees to ensure student involvement in decision-making.

The Principal addresses the council annually to outline roles and responsibilities. The President of the council leads all meetings, and the Treasurer manages the council's finances, ensuring transparency.

The college also has an exclusive Hostel Committee dedicated to addressing the concerns and welfare of hostel inmates, further enhancing student support across the institution. The council, through its structure and activities, plays an essential role in maintaining a vibrant academic and co-curricular environment.

File Description	Documents
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/5.3.2.Institution%20Fecilitie s%20Proof%20Final %2009.01.2025.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/5.3.2.Institution%20Fecilitie s%20Proof%20Final %2009.01.2025.pdf</a>
Upload any additional information	<a href="#">View File</a>



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

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

54

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

### 5.4 - Alumni Engagement

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

The registered alumni association of the institution provides a robust platform for active interaction between alumni and current students. The alumni network is a key source of placement opportunities, with prominent alumni across various sectors offering internships and job placements. Entrepreneurial alumni further support students by providing job opportunities within their own organizations.

In addition to placement support, alumni contribute to the institution's growth by donating books to the library and providing financial assistance for student development. Many alumni actively engage with students through the Alumni Spotlight Series, sharing their knowledge and expertise. To date, 21 such events have been conducted by various departments this year, helping students enhance their skills and career readiness.

Alumni also act as brand ambassadors for the college, supporting the admission process by sharing their positive experiences. Some alumni organize workshops and provide training sessions for current students, leveraging their professional experience to enhance students' skill sets. Furthermore, alumni assist in

arranging industrial visits, offering students valuable real-world insights in their respective fields.

The alumni association plays an integral role in the institution's growth and in fostering a strong connection between past and present students. Their contributions, both in terms of career opportunities and academic support, significantly enhance the overall student experience and promote the institution's continued success.

File Description	Documents
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Alumni_Association_Minutes_Register_Alumni_Meeting_Minutes_2023_-_2024.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Alumni_Association_Minutes_Register_Alumni_Meeting_Minutes_2023_-_2024.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Vision of the Institution:** To be the #1 Arts, Science, Commerce and Management Institute for women, in India. **Mission** To enable the students to acquire an integrated personality. To provide opportunities for Higher Education to Girls. To promote empowerment of Women through Education, Employment and Economic Independence. **Values** • Mutual Respect & Team Work • Integrity • Passion • Continuous Learning with Quality • Student focus

The college promotes education, empowerment and economic independence of women. The college adheres to a 7-pillar growth framework to achieve its objectives. The Secretary is the representative of the governing body. The Chief Executive Officer is the sanctioning authority of the institution. The Principal is

the academic head of the college. She liaisons between various departments, teams, clubs and committees and the management. There are specific policies and procedures that govern the administrative functioning of the college. All of them work in unison to achieve the mission of the institution and reach the desired goals and outcomes. Periodical review meetings are conducted during which the management and principal review the past achievements and sketch future plans in keeping with the vision, mission and objectives of the institution. Internal Quality Assurance Cell ensures quality sustenance and drives the staff towards quality benchmarks, collects data and compiles them for analysis and obtains feedback, thereby supporting the governance.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=150">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=150</a>
Upload any additional information	<a href="#">View File</a>

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

The institution is managed by two statutory bodies - Governing body and Finance committee. The operations of the institution are handled by various non-statutory bodies. The Principal implements policies and strategies that have been approved by the Governing body. The Principal, oversees daily operations by delegating the administrative powers to Vice-principals, HoDs, faculties and Coordinators of various clubs and committees. The institution carries out the academic, administrative and student management functions in an organised manner with the support of various non-statutory bodies. The Academic Audit committee evaluates the performance of each department and reports to the IQAC for further assessment and action. The library committee ensures that students and faculty have sufficient books, journals and magazines. The staff selection committee recruits well trained and experienced resources. The HoDs manage their departments effectively through systematic planning, adhering to the guidance of the principal and also satisfying the regulations of the university and regulatory bodies.. IQAC acts as a pivot of all other bodies and ascertains details to maintain quality in each aspect. Exam committee plans and executes smooth conduct of exams. The IPR cell, IIC and research committees work to promote research oriented activities

in the institution. Student affairs are taken care of by committees pertaining to alumni, Parents, Sports, Fine Arts, scholarships, training & Placement, counselling, grievance redressal etc. They ensure participative and decentralised approach in management.

File Description	Documents
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Calender_2023-2024_Committees_compressed.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Calender_2023-2024_Committees_compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The 2023-2024 Strategic Deployment Plan outlines a holistic roadmap for achieving institutional objectives. This roadmap integrates strategic planning with clearly defined goals, technological advancements, efficient resource allocation, and robust quality assurance mechanisms. Active engagement and guidance from all stakeholders, including management, faculty, staff, and external partners, are crucial for sustained institutional growth. The 7-pillar growth framework, coupled with a focus on cultivating a positive and productive work environment, facilitates the attainment of both short-term and long-term goals. Regular performance reviews and a proactive approach ensure continuous progress towards the defined objectives. Enhancing academic excellence requires a multifaceted approach encompassing ICT-enabled learning, competitive tournaments, interactive smart classrooms equipped with IF panels, industry-relevant internships, collaborative research endeavors, industry insights through guest lectures and workshops, strong industry partnerships for placements, HR conclaves, placement drives, fostering a culture of collaboration, encouraging research publications and patent filings, and securing research funding. Infrastructure development is paramount and encompasses the construction of new meeting halls, seminar halls, libraries, training and placement centers, finance and administration blocks, the renovation of laboratories, cafeterias, and hostel kitchens, provisions for indoor recreational activities, the implementation of smart classrooms with IF panels, green initiatives, CCTV surveillance, RO water facilities, and the establishment of strong bonds with the student community and alumni through engaging programs.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/IQAC-MINUTES-OF-MEETING-2023-2024.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/IQAC-MINUTES-OF-MEETING-2023-2024.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution operates under a robust governance framework, adhering to policies approved by the governing council. To ensure effective functioning, various committees oversee key areas: admissions, academic calendar, extension activities, examinations, marketing and branding, research and innovation, entrepreneurship, student grievances, library operations, accreditation and approvals, website management, and environmental sustainability. Additionally, numerous student teams, clubs, and cells actively contribute to the institution's overall success.

#### Administrative Structure:

**Strategic Leadership:** The CEO spearheads strategic planning and implementation through the "VISION 2023" committee, driving the institution towards its long-term goals.

**Financial Oversight:** The Secretary oversees all financial aspects of the institution's management.

**Human Resource Management:** The HR Officer is responsible for all matters related to staff appointments, service rules, and employee relations.

**Information Technology:** A dedicated IT committee manages all ICT requirements and ensures seamless technology integration across the institution.

**Infrastructure and Maintenance:** An administrative officer oversees the maintenance of all infrastructure, including the hostel, ensuring a conducive learning environment.

**Career Development:** The placement and training division actively supports student career development through career guidance, placement assistance, and industry collaborations.

**Academic Administration:**

The Principal provides overall academic leadership, guiding Heads of Departments in effectively managing their respective departments. Heads of Departments are responsible for:

**Departmental Planning and Management:** Developing and implementing departmental plans aligned with university regulations and the institution's strategic vision.

**Effective Teaching and Learning:** Ensuring high-quality teaching and learning experiences for students.

**Student Support:** Providing academic guidance and support to students within their respective departments.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=132">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=132</a>
Link to Organogram of the Institution webpage	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Academics_(2)1.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Academics_(2)1.pdf</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college is committed to providing a comprehensive benefits package and professional development opportunities for its valued staff members. This commitment fosters a positive work environment, motivates staff, and contributes to their overall well-being.

#### Benefits:

- All staff members are covered by Group Insurance, Employee Provident Fund (EPF), and Employee State Insurance (ESI), ensuring financial security in case of emergencies or retirement.
- Wards of staff members enjoy a significant 50% fee waiver for their studies within institutions managed by the college council.
- Non-teaching staff receive festival bonuses as a token of appreciation during important holidays.

#### Professional Development:

- Both teaching and non-teaching staff are encouraged to pursue higher studies and professional qualifications during their employment.
- Annual health check-up camps are organized to ensure the well-being of staff members.
- The college reimburses registration and travel costs for teaching staff attending conferences and seminars, promoting continuous learning and knowledge sharing.
- Regular orientation programs and FDPs are conducted to keep the faculty updated on the latest advancements in their



fields.

- Staff members who have completed NET/SET or Ph.D. qualifications receive a monthly allowance of Rs. 6000/- in recognition of their academic achievements.
- The college's annual membership fees to ICT Academy and CII provide faculty with access to free FDPs offered through ICT Academy, fostering collaboration with industry experts.

#### Additional Perks:

The college offers free lunch or dinner to staff members on special occasions like Founders' Day, hostel day, New Year's Eve, or festivals, promoting a sense of community and celebration.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=155">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=155</a>
Upload any additional information	<a href="#">View File</a>

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

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

11

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

4



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

#### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

##### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**150**

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

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

##### **Faculty Self-Appraisal & Evaluation Process**

##### **1. Data Collection:**

- **Faculty Self-Appraisal:**
  - Comprehensive forms collected from all faculty members.
  - Includes:
    - Qualifications & Personal Information
    - Professional Development (Conferences, Workshops, FDPs, etc.)
    - Academic Achievements (Publications, Awards, Memberships)
    - Contributions to College (Committees, Clubs, Resource Person)
    - Industrial Tie-ups
- **Non-Teaching Staff Assessment:**
  - General performance assessment by Principal, Office Superintendent, and HR Manager.

## 2. Student Feedback:

- Collected from current and former students.
- Provides insights into teaching effectiveness and identifies areas for improvement.

## 3. Data Analysis & Review:

- **IQAC Role:** Reviews and analyzes faculty self-appraisal data.
- **Evaluation & Consolidation:** Data is evaluated, combined, and presented to:
  - Department Heads
  - Vice Principals
  - Principal

## 4. 360-Degree Feedback:

- The combined data provides a comprehensive 360-degree feedback on faculty performance.
- Incorporates perspectives from:
  - Faculty themselves (self-appraisal)
  - Peers (colleagues)
  - Superiors (department heads, principal)
  - Students
  - Administrative staff (non-teaching)

## 5. Utilization of Information:

- **Performance Evaluation:** Guides faculty performance evaluation and appraisal.

- **Quality Enhancement:** Helps identify areas for improvement in teaching and learning.
- **Discrepancy Addressing:** Enables the institution to address any discrepancies in the quality of instruction.

#### Key Points:

- The process emphasizes a multi-faceted approach to faculty evaluation.
- It incorporates both quantitative and qualitative data.
- Student feedback is crucial in assessing teaching effectiveness.
- The IQAC plays a vital role in data analysis and quality assurance.
- The process aims to provide constructive feedback for faculty development.

#### Benefits:

- Improved teaching quality
- Enhanced faculty professional growth
- Increased faculty accountability
- Stronger student-teacher relationships
- Continuous quality improvement within the institution

File Description	Documents
Paste link for additional information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Self_Appraisal_2023-24.xlsx">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/Self_Appraisal_2023-24.xlsx</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

#### Internal Audits:

- **Regular Internal Audits:** Conducted by the institution's internal audit team or designated personnel. These audits cover various aspects of financial operations, including revenue and expenditure cycles, inventory management, and compliance with internal controls.
- **Special Purpose Audits:** Conducted to investigate specific

issues or concerns identified during regular audits or through other means. These audits may focus on areas such as risk assessments, or compliance with specific regulations.

#### External Audits:

- **Statutory Audits:** Required by law and conducted by independent external auditors (typically chartered accountants). These audits ensure compliance with accounting standards and provide an independent opinion on the fairness and accuracy of the financial statements.
- **Performance Audits:** Conducted to evaluate the efficiency and effectiveness of programs and operations. These audits may assess whether the institution is achieving its objectives and using resources efficiently.

#### Mechanism for Settling Audit Objections:

The institution establishes a clear process for addressing audit objections. This typically involves:

1. **Acknowledgment and Review:** Prompt acknowledgment of audit findings and a thorough review by relevant departments and management.
2. **Corrective Action Plan:** Development and implementation of a corrective action plan to address the identified issues.
3. **Monitoring and Follow-up:** Regular monitoring of the implementation of corrective actions and follow-up reviews to ensure that the issues are resolved.
4. **Documentation:** Maintaining proper documentation of the audit findings, corrective actions, and follow-up reviews.

The institution aims to resolve audit objections within a reasonable timeframe, typically within a few months, depending on the complexity of the issues involved.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=156">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=156</a>
Upload any additional information	<a href="#">View File</a>

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

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

#### 12.2

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

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

##### Fund mobilization

The main source of income for the management is the fees collected from students. Besides these we also get income through sale of applications and scholarships granted by philanthropists. The following bodies provide endowment every year

- City Union Bank offers a scholarship - 2 lakhs.
- Rental Revenue is generated by extending the institution's premises for conduct of competitive examinations, ICAI, and other university/board examinations
- Faculty apply to funding agencies for funds to conduct research and sometimes get sanction of funds.

##### Optimal utilization of resources:

- HR resources are optimally utilized by allotting workload at the beginning of every semester / year.
- Buildings, classrooms and laboratories are also optimally utilized by allotting students to every facility during working hours completely.
- Utilization of library and internet are periodically studied, analyzed and gaps are filled. There are specific library hours allotted to every class and similarly laboratories allotted to specific classes.
- There is a HR officer, administrative officer, office manager and accounts officer to monitor utilization of resources.
- A campus coordinator is available to organize events and

resolve bottlenecks.

- Even transport facilities are managed by a manager.
- Hostel is also managed by deputy wardens and by the administrative officer.

We use specific strategies for proper utilization of resources.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=156">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=156</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

1. Analysis of work load allotment and distribution to ensure optimum utilization of staff workforce.
2. Admission process review to assess demand for programmes to offer new programmes and suspend ones with low demand.
3. Internal audit of all documents maintained by departments, office, clubs and committees
4. Ensure student safety & security through GRC. Antiragging cell, Gender Cell, Antidrug cell, and ICC.
5. Collecting feedback from stakeholders and student satisfaction survey from students on curriculum, co-curricular and extra-curricular activities, placement training and placement drives, infrastructure and other facilities.
6. Review of Attainment of Course outcomes and mapping of Course outcomes to Programme Outcomes and Programme Specific Outcomes.
7. Review of qualifications of teaching faculty to arrive at strategies for improvement / new recruitment
8. Review of the extent of placement related activities.
9. Review of co-curricular and extra-curricular activities provided by departments, clubs and committees, and sports /

finearts to achieve quality benchmarks like national / international awards / achievements, participation in national level events, inviting well accomplished bureaucrats and academicians, all-round development of students.

10. Review of infrastructure facilities to suggest further improvements. Ensure optimum utilization of resources.

11. Participating in NIRF, Accreditation and approval by NAAC and AICTE, Standard assessment through ISO, and embracing schemes like IIC, IPR, UBA to ensure quality improvement.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=157">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=157</a>
Upload any additional information	<a href="#">View File</a>

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

**Functions of the IQAC:** 1. Plan of action for each year based on NAAC KPIs and past achievements in keeping with the vision, mission and perspective plan of the institution 2. Data Collection from staff members, department heads, administrative office and finance Section, Clubs, Committees and students 3. Analysis of the collected data that aid in the generation of quality metrics that reflect the performance and progress of the institution. 4. Creation of benchmarks to aid in quality assessment. 5. Comparison of quality metrics with the benchmarks to aid in decision making for quality enhancement / sustenance 6. Transacting the decisions through regular meetings with the Management, Principal, Heads of Departments, Heads of Clubs and Committees and Student Representatives. 7. Addressing the teaching and non-teaching staff about the specifications and requirements drafted by the regulatory bodies like NAAC, AICTE, ISO etc. and explaining how they have to prepare documents and submit the required data. 8. Quarterly meetings of the IQAC helps in analysis of achievement of benchmarks for each quality parameter and various processes and procedures to decide on further plan of action. 9. Incremental achievements are recorded in the minutes and finally reported through the Annual report of the IQAC. 10. Collection of feedback from stakeholders and analysis of feedback to report on corrective

measures required for further improvement to the Management and Principal 11.Preparation and submission of NAAC AQAR and SSR.

File Description	Documents
Paste link for additional information	<a href="https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=157">https://www.sigc.edu/sigc-naac/dynamic_documents.php?id=157</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.sigc.edu/pdf/College-Day-Report-2023-2024.pdf">https://www.sigc.edu/pdf/College-Day-Report-2023-2024.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The institution is dedicated to providing a safe and empowering environment for women students. Known for its commitment to student safety, particularly for hostel residents, the institution prioritizes women's empowerment through education and post-graduation placement. The undergraduate curriculum includes a gender studies course, and the Gender Club organizes various



activities to foster gender sensitization, such as talks, debates, and competitions.

Women's Day celebrations extend over a month, highlighting the significance of women in society. Biographies of women leaders and freedom fighters are shared to inspire students and recognize women's contributions to national development. NSS volunteers actively engage in community outreach, promoting women's equality through skits, rallies, and other performances.

The institution offers comprehensive awareness programs on various topics, including sanitation, women's rights, safety, prevention of abuse, girl child protection, literacy, financial independence, health, and menstrual hygiene. Healthcare professionals are invited to address common health concerns and provide guidance, while financial experts discuss asset management and investment strategies.

To ensure personal safety, especially online, the institution collaborates with law enforcement officials to provide training and guidance. Motivational speakers emphasize the importance of vigilance, self-protection, and focusing on education and employment for a secure future.

File Description	Documents
Annual gender sensitization action plan	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/7.1.1%20a.%20Gender%20sensitization%20action%20plan.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/7.1.1%20a.%20Gender%20sensitization%20action%20plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/7_1_1_b_-_Measures_initiated_by_the_Institution_for_the_promotion_of_gender_equity_during_the_year.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/7_1_1_b_-_Measures_initiated_by_the_Institution_for_the_promotion_of_gender_equity_during_the_year.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

#### Waste Management Practices at Shrimati Indira Gandhi College

##### Solid Waste Management

**Segregation and Collection:** Dustbins are strategically placed throughout the campus to facilitate efficient waste segregation. Biodegradable waste, such as tree leaves and kitchen scraps, is collected separately from non-biodegradable waste.

##### Biodegradable Waste Management:

**Humification:** Biodegradable waste is sent to a designated yard for humification, a natural decomposition process that converts organic matter into humus.

**Vermicomposting:** Humus is combined with kitchen waste from the hostel and fed to redworms in vermicompost bins. The resulting vermicompost is a nutrient-rich fertilizer used to nourish the campus garden.

**Non-Biodegradable Waste Management:** Non-recyclable waste is disposed of responsibly in accordance with municipal regulations.

**Sanitary Waste Management:** An incinerator is installed on campus to safely dispose of sanitary napkins, ensuring hygienic practices.

**E-Waste Management:** E-waste is collected and sold to authorized recyclers, promoting responsible electronic waste disposal.

##### Liquid Waste Management

**Greywater Management:** Wastewater from bathrooms and handwashing stations is utilized for garden irrigation, conserving water resources.

**Laboratory Waste Management:**

**Microbiological Waste:** Laminar air flow hoods are used to minimize contamination during microbiological experiments. Autoclaves are employed to sterilize and decontaminate microbiological waste.

**Chemical Waste:** Exhaust fans in laboratories effectively remove chemical fumes. Hazardous solutions are diluted before disposal to reduce their environmental impact.

**Radioactive Waste:** The institution does not generate radioactive waste.

By implementing these comprehensive waste management practices, Shrimati Indira Gandhi College demonstrates a strong commitment to environmental sustainability and responsible waste disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/7_1_3_supporting_document.pdf">https://sigc.edu/sigc-naac/sigc_naacmaster/datas/files/7_1_3_supporting_document.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

<b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>A. Any 4 or all of the above</b>

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

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

The college fosters a vibrant and inclusive community, bringing together students from diverse regional, cultural, linguistic, and socioeconomic backgrounds. This diversity is celebrated through the harmonious observance of various festivals, including Pongal, Onam, Diwali, Navratri, Ramzan, Id, Christmas, and New Year's Eve.

Staff members are granted leave for important religious holidays, recognizing the significance of diverse cultural practices. Telugu New Year is celebrated with the same enthusiasm as Tamil New Year. Language barriers are seamlessly bridged, with students from different linguistic backgrounds coexisting harmoniously.

The college ensures equitable treatment for all students, regardless of their community or socioeconomic status. Students are eligible for government scholarships and reservations, while economically disadvantaged students receive support through management and endowment scholarships.

To promote unity and understanding, the college organizes awareness programs, orientation sessions, contests, and other events that foster tolerance and empathy among students. By cultivating a culture of inclusivity and respect, the college empowers students to appreciate and embrace diversity.

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

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

Our Institution has been actively involved in various activities to sensitize students and employees to their constitutional obligations, rights, duties, and responsibilities. Through a diverse range of programs and initiatives, the NSS unit has successfully fostered a sense of civic consciousness and social responsibility among the institution's members.

#### Oath-Taking Ceremonies:

World Environment Day

World Day Against Child Labour

World Blood Donor Day

World Elder Abuse Awareness Day

World Population Day

National Unity Day

Constitution Day

Sadbhavana Diwas

National Voter's Day

By administering these oaths, the NSS unit reinforces the importance of upholding constitutional values and fulfilling civic duties.

#### Awareness Campaigns and Rallies:

Drug Abuse Awareness

International Anti-Drug Awareness

Child Abuse Awareness

Road Safety

Mental Health Awareness

Save the Girl Child

Human Rights Awareness

Voter Awareness

These campaigns aim to educate the institution's community about pressing social issues and encourage active participation in addressing them.

Community Service and Social Work:

Campus Cleaning Drives (Swachh Bharat Abhiyan)

Village Adoption Programs

Distribution of Sanitary Napkins

Distribution of Nutrition Tablets

Hundial Counting for Charitable Causes

Yoga Sessions

Flag Hoisting Ceremonies (Independence Day, Republic Day)

Workshops and Seminars:

Seminars on Social Justice and Human Rights

Workshops on Constitutional Rights and Duties

By engaging in these diverse activities, we have effectively sensitized students and employees to their constitutional obligations. The initiatives have not only fostered a sense of civic responsibility but also cultivated a culture of empathy, compassion, and social justice within the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.**

**A. All of the above**

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

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

#### **A Celebration of National and International Days**

**Our Institution is committed to fostering a sense of national pride and global citizenship among its students and staff. The institution actively celebrates a wide range of national and international commemorative days, events, and festivals.**

#### **National Festivals and Commemorative Days**

**Pongal, Diwali, and Onam: These significant Indian festivals are**



celebrated with rich cultural heritage.

#### Birth and Death Anniversaries of Great Indian Personalities:

**Mahatma Gandhi's Birth Anniversary:** Observed beneath the "Gandhi Tree" to honor his legacy of non-violence and social justice.

**Swami Vivekananda's Birth Anniversary:** Celebrated with memorial essay and speech contests to inspire youth with his teachings.

**Dr. A.P.J. Abdul Kalam's Memorial Day:** Commemorated through various competitions

**Mahakavi Bharathiyar's Memorial Day:** Observed with a Kaviyarangam

**Teacher's Day:** Celebrated to express gratitude to teachers and acknowledge their pivotal role in shaping young minds.

#### International and National Days:

**Independence Day and Republic Day:** Celebrated with flag-hoisting ceremonies and addresses by eminent guests to instill patriotism and civic responsibility.

**International Yoga Day:** Observed with yoga demonstrations and meditation sessions to promote physical and mental well-being.

**World Environment Day, World Population Day, World Nature Conservation Day, National Reading Day, and National Handloom Day:** Commemorated through rallies, pledges, and awareness campaigns to address global challenges and promote sustainable practices.

By actively participating in these celebrations and commemorations, we cultivate a strong sense of national identity and global consciousness among its students and staff.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title of the Best Practice I:**

**Fostering Academic Excellence and Inclusivity through digitalised Library**

**Title of the Best practice -II**

**"IG Transforms - A Multidisciplinary Summer Training Programme for Pre-College Students"**

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

**Holistic Development: A Cornerstone of Shrimati Indira Gandhi College**

Shrimati Indira Gandhi College is steadfast in its commitment to the holistic development of its students. Beyond academic excellence, the institution nurtures well-rounded individuals by fostering a vibrant campus life that encompasses extracurricular activities, sports, and entrepreneurial endeavors.

A key focus area is entrepreneurship, empowering students to become future business leaders. The college's robust placement program, securing 561 placements by 45 companies, equips students with practical skills and industry exposure, enhancing their employability.

The college's dedication to physical fitness and mental well-being is evident in its strong sports program. Students have achieved remarkable success in various sports, including tennis, karate,

silambam, and powerlifting, at state, national, and international levels.

The Swami Vivekananda Learning Center, the college's library, serves as a hub for academic excellence and research. The Digital Library, with access to over 6,000 e-journals and 31,000 e-books, provides students with a wealth of resources to support their academic pursuits.

Additionally, to ensure inclusivity and accessibility, the library offers Pearl Camera with open book OCR scanning and reading software for independent reading of printed books by the blind and partially blind students.

Students are inspired by listening to eminent personalities.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. To upskill students in the respective domain through career oriented domain-specific courses that are in need by the industry.
2. To continue to promote student enrichment through internships, project work and field visits customized to every department.
3. To improve teaching-learning through teacher orientation to digitized learning tools and techniques.
4. To create awareness on National Educational Policy and its implementation in higher education.
5. To empower students through innovative ideas, programs on IIC (Institution's Innovation Council), IPR (Intellectual Property Rights), research culture, entrepreneurship and ultimately technology transformation.
6. To tap funds from external agencies for research, infrastructure upgradation and training.
7. To collaborate with corporate, industry, professional bodies for empowering students and teachers
8. To renovate the infrastructure to promote aesthetic appeal, convenience, promotion and branding.
9. To engage students in rigorous training in communication

skills, soft skills, employable and life skills, interview and placement skills to improve the number of students going for higher studies and employment.

10. To redefine the vision, mission and objectives of the institution in keeping with the strategic and perspective plan of the institution
11. To institutionalise specific quality improvement strategies to promote e-governance
12. To improve the brand image of the college through new promotional activities and redesign of the institutional website.
13. To promote a happy learning environment by focusing on all round development of students focusing on co-curricular, and extra-curricular activities.
14. To introduce new best practices that improve quality in operations and procedures.
15. To frame new policies and strategies for improving institutional distinctiveness.