



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**SOKA IKEDA COLLEGE OF ARTS AND SCIENCE FOR  
WOMEN**

**SETHU BHASKARA NAGAR MADHANANGKUPPAM  
600099**

**<https://sokaikedacollege.in/#/>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**January 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Soka Ikeda College of Arts & Science for Women is situated in Madhanangkuppam, Kolathur, Chennai, Tamil Nadu. It was started in the year 2000 by Dr. Sethu Kumanan, under Sethu Valliammal Educational Trust (Regn. No. 162 of 87 dt. 10.02.89). The College is affiliated to the University of Madras and is recognized by the Government of Tamilnadu (G.O. 281). The college functions in two shifts. Shift I is from 9 am to 2.15 pm and shift II is from 11 am to 4.15 pm. In Shift I, 12 UG courses, 4 PG courses and one M. Phil course in Commerce are offered. In shift II, 5 UG courses and 3 PG courses are offered. The college is an ISO 9001:2015 certified institution and has received the 'Institution of Excellence Award' from the Indian Council of Gandhian Studies, New Delhi, in the year 2005 for the yeomen service rendered in the field of women's education in rural areas.

College is named after a Japanese philosopher, educator, humanist, peace builder and prolific author, Dr. Daisaku Ikeda. He is the founder of Soka University, Japan. He is the Honorary Founder of the college and his wife, Mrs. Kaneko Ikeda is the Honorary Principal. "Soka" is a Japanese word which means "Value Creation". Value creation is the capacity to find meaning, enhance one's own existence, and to contribute to the well-being of others under all circumstances. Soka system of education prioritizes values. Dr. Sethu Kumanan, Chairman of the college, who is also a poet, was deeply impressed by a poem of Dr. Daisaku Ikeda on motherhood and the Soka system of education named the college Soka Ikeda College of Arts & Science for Women.

### Quality Policy

We at Soka Ikeda College of Arts and Science for Women are committed to nurture and deliver continually enhanced global education with leadership qualities.

### The Founding Mottos

Be a person of compassion and wisdom to serve humanity Be a person of courage and justice to contribute to society Be a person of principle and commitment to work for peace.

### Vision

Soka Ikeda College of Arts and Science for Women aims to deliver university education to benefit and uplift the students and society through systematic knowledge assimilation and delivery at all levels.

### Mission

Soka Ikeda College of Arts and Science for Women aims to produce knowledgeable and competent graduates, post graduates and researchers with wholesome leadership qualities, by systematic teaching and training with regular and path breaking programmes and strategies.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. Harmonious relationship among the members of the management, staff, students, alumni and parents.
2. Safe and secure environment for students.
3. Sprawling eco-friendly campus.
4. Students' Union to hone the leadership qualities of the students.
5. Providing Government and non-government scholarships to deserving students.
6. Internet connectivity to all the departments.
7. Academic Exchange Programme with a foreign university.
8. ISO certification every year.
9. Free transport facility from specific points to the students.
10. Fee Concession to deserving students.
11. ICT-enabled classrooms.
12. Entrepreneurial training initiatives for the students.
13. Basic Japanese language course for all students.
14. Providing endowment awards to the students in all departments
15. In-house Clinic for immediate medical attention for staff and students.
16. Inculcating human values through a certificate course and other activities.
17. Safe and hygienic cafeteria with FSSAI certification.
18. NSS, RRC, YRC, Rotaract and NCC units to instill social responsibility in students.
19. Establishment of Institution Innovation Council to foster innovation.

### **Institutional Weakness**

1. Lack of research funding from external agencies.
2. Moderate placement ratio.
3. Limited interaction with industry.
4. Lack of auditorium.

### **Institutional Opportunity**

1. Growth of residential areas near the college campus.
2. The spacious playgrounds to develop sports.
3. Good career guidance to enhance placement.
4. Intensive skills development programmes.
5. Providing e-resources and membership in N-List to develop research.

### **Institutional Challenge**

1. Lack of adequate government transport.
2. Establishment of government colleges in the nearby areas.
3. First-generation learners in a large ratio.
4. Adapting to new teaching-learning methods using new technology.

5. Limited enrolment in certificate and add-on courses.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

- The college follows the syllabus framed by the University of Madras. However, the activities and teaching methods are planned before the commencement of the classes.
- Course outcomes and course planning are prepared in the beginning of the semester.
- Copies of syllabus are maintained in the department and the change in syllabus is intimated to the students immediately.
- Faculty Development Programmes are organized in the beginning of an academic year to hone the pedagogical skills of faculty.
- Faculty prepare course plan for the syllabus adding the information of reference books and web links.
- HoDs prepare the yearly work load of the department and submit it to the principal before the commencement of every academic year.
- The college calendar with the details of the course name, course code, rules and regulations of exams, exam schedule, code of conduct, the details of the management committee and the faculty members are prepared and distributed to the students.
- Certificate courses are offered to students by various departments.
- Feedback on the curriculum is obtained from stakeholders.
- ISO audit is conducted to monitor college activities. A master list of documents and records is prepared and maintained by all the departments.
- Industrial visits, library visits and hospital visits are arranged to aid students learning.
- Curriculum is enhanced through various programmes of Cells and Clubs.
- Internships, project work and fieldwork are carried out as per the syllabus requirements.

### Teaching-learning and Evaluation

- Faculty members are encouraged to take up short-term courses and refresher courses to keep themselves updated.
  - Use of ICT and other innovative methods to enhance the teaching-learning practice are encouraged.
  - Library is stocked with books and learning resources. New books and study materials are added from time to time.
  - Bridge Course is conducted for first year students every year to give them an in-depth understanding of college curriculum and activities.
- 
- POs, PSOs and COs are intimated to the students through the department notice board, Google Class Rooms and classrooms. POs and COs are displayed in the institutional website
  - Apart from three internal exams, class tests are conducted to check the students' performance. Rubrics for corrections are formed and intimated to the students.
  - Remedial classes are conducted for slow learners.
  - Advanced learners are identified and are motivated with extra inputs. They are made to help their peer groups. They are motivated to present papers in conferences and participate in inter-collegiate activities.

Proficiency prizes and Endowment Awards are given to the toppers.

- Resources like INFLIBNET, Shodhganga, e-books/journals and N-List are made available to students.
- “Kaneko Award” is presented to the student who uses the library to the maximum.
- Question bank is prepared by the departments. Previous year’s University question papers are made available in the library.
- Students are encouraged to take up higher education by offering fee concessions.
- Mentoring Hour is conducted every month to attend the needs of the students and to monitor their growth.
- Course End Survey is conducted to analyze the teaching-learning process.

## **Research, Innovations and Extension**

- Faculty Development Programmes, stressing the importance of research and innovation, are conducted. Faculty and students are encouraged to get patents by organizing programmes on IPR.
  - Research and Development Cell organizes conferences, workshops and FDPs to instill research aptitude in faculty and students.
  - Faculty present papers in national and international conferences. They publish papers in journals. They also write and publish books.
  - The research club of Tamil and English department motivate students towards research. *Agazh*, the research club of the Tamil department encourages students to publish papers and research articles. Best papers are published with ISBN. Quest, the research club of the English department organizes workshops, lectures and seminars.
  - Department of Tamil brings a student magazine, “*Nattramil Kudil*” with the creative works of students from various departments.
  - IIC is initiated to create innovation and transfer of knowledge among students.
  - ED cell organizes programmes to enrich students with the knowledge of entrepreneurship. Students are given practical training on entrepreneurship through Aavin Stores and Soka Stationery.
  - Skill Development Cell is keen on promoting skills to benefit the students.
  - Students are motivated to publish research papers in conferences and seminars.
  - Extension activities and outreach programmes are conducted through departments, NSS, NCC, RRC, YRC and Rotaract Club.
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- College has MoU with other colleges and institutions to promote research.

## **Infrastructure and Learning Resources**

- Adequate infrastructure and physical facilities make teaching-learning process conducive.
- Laboratories are equipped with all essential machines and instruments. Stock checking is done at the end of every academic year. The maintenance of hardware and software is done on time.
- Classrooms with ICT facilities enrich the learning process.
- Classrooms are airy with natural air and light and are also equipped with fans and lights.
- There are separate grounds for Football, Basketball, Kho-Kho, Volleyball and athletics.
- The library has books, journals, newspapers, magazines, records and university question papers to aid learning.
- The links of various Open Educational Resources are pasted in the library. Students make use of it through the browsing unit.

- Reprographic facility is available in the library and the office room.
- Video Surveillance of the entire campus is done through CCTV.
- RO plant ensures safe drinking water for all.
- There are adequate restrooms with good water facility and sanitary napkin vending machines.
- Soka Stationery Store provides all necessary stationery items.
- Sakura, the college canteen, provides tasty and hygienic food. FSSAI certification is obtained.
- Air-conditioned Seminar Hall helps to conduct functions.
- In-house clinic, Nallam, caters to the emergency needs of the staff and students.
- Aavin Store supplies dairy products.
- Oyster Farm, the mushroom unit, develops mushroom cultivation.
- Rare herbs are planted in Dhanvantri, the herbal garden.
- Open Auditorium helps in conducting various programmes.
- The Examination Committee and the IQAC are equipped with computers, scanners and printers.
- There are separate rooms to stock sports articles and electrical items.

### **Student Support and Progression**

- The college helps students to get state government SC/ST scholarships, non- governmental scholarships, funds from philanthropists and the Madras University Free Education Scheme.
- The college helps to get Rs.1000 every month from Tamil Nadu government for the the students who have studies in government schools from sixth standard to twelfth standard under “Pudhumai Penn” scheme.
- Sethu Irani Fee Concession is offered to students under various categories.
- Fee Concession is given to alumni who pursue their PG in our college.
- Capacity Building programmes on life skills, communication skills, soft skills and computing skills are conducted regularly.
- Students are guided to qualify NET/SET examinations and CAT/MAT examinations for MBA admissions.
- Career Counseling is offered to students by all departments and Career Guidance Cell.
- Placement Cell facilitates good placements to students.
- The Institution has a mechanism to redress the grievances of student through ‘Students Grievance Cell’ and “Exam Grievance Committee”.
- Boxes are kept for anti-ragging, complaint and suggestion.
- Students Union and Fine Arts Club, Swarajathi, help students to participate in inter- collegiate competitions.
- Special coaches are arranged to train students in various sports.
- Talent’s Meet, a cultural programme, is organized for first year students.
- Fresher’s Sports Meet is also organized for the first year students.
- Annual interdepartmental cultural competition, Kalakshaya, brings out the latent talent in students.
- Vaagai, intercollegiate cultural competitions are conducted.
- Alumni Association is registered and Alumni day is conducted every year. Alumni are invited as resource persons and judges for various events.

### **Governance, Leadership and Management**

- The vision and mission of the college is to render quality education to women and thereby empower

them.

- Through Sethu Valiammal Educational Trust, students are offered a good education with qualified teachers.
- Management Committee, Advisory Committee, Cells and Clubs aid in effective administration.
- A college manual on the workings of the college is created and circulated to the staff.
- College Management participates in all activities and gives suggestions.
- E-governance is done for the effective functioning of the college.
- Faculty Development Programmes are conducted every year.
- Appraisal of staff performance is done every year.
- Financial aid is given to the teachers to participate and present papers in international, national and state-level conferences.
- Financial support is given to faculty to become members of professional bodies.
- The staff members get benefits such as provident fund contribution, medical insurance, accident insurance, leave encashment, vacation leave salary, on-duty permission and pension for needy persons.
- Gold coins and certificates are given to staff for 10 years of service, 100% attendance. Gold coins and certificates are given to faculty for 100% pass percentage, for securing university ranks and for completing Ph.D. research.
- During Sports Day, special gifts are given to all staff.
- Training is given to non-teaching staff for professional growth.
- The resources are utilized optimally. Basketball ground is rented for public. Mushrooms and vegetables are grown in the vast grounds.
- IQAC functions well and helps extensively in teaching-learning process and other activities.
- The college participates in NIRF.
- ISO certification is done every year.
- Feedback on is collected from students at the end of every semester.

### **Institutional Values and Best Practices**

- Value Creation is the thrust of the college and promotes it through various practices.
- The Human Values Club orients students to good values.
- Through mentoring hour faculty interact with students on academic issues. If a student needs extra counseling, she will be sent to the student counselor.
- The campus is safe with effective security systems.
- Gender Audit, Green Audit, Environment Audit, Energy Audit and Waste Management Audit are carried out.
- The eco-friendly campus makes learning more conducive.
- International and National Days are celebrated to instill tolerance and harmony towards other religions, cultures, languages, and socio-economic diversity.
- Initiatives are taken to sensitize students on the rights and duties of citizens.
- LED bulbs and solar systems are used for energy conservation. Waste water from RO is reused.
- Waste disposal is done effectively and methodically.
- Green Club promotes eco-friendly practices both inside and outside the campus.
- Special Needs Cell takes care of the needs of disabled students. Career-related activities are organized apart from making the campus friendly for their usage.
- Best Practices

### **Practice 1- Empowering Young Women in Sports**

Fee concession, free accommodation and food are given to the students who excel in sports. Specialized coaching by professional trainers is also given to the students free of cost. Traveling allowances are also offered the students who go for sports competitions and tournaments. With all these practices, many students have won prizes in inter-collegiate tournaments. Students have represented Madras University in inter university competitions.

## **Practice 2- Academic Exchange Programme**

Our college has signed an MoU with Soka University, Japan in 2009. Since then, every year, two students from these institutions are exchanged for a short period for academic purposes. This has helped students to find placements in Japanese companies.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SOKA IKEDA COLLEGE OF ARTS AND SCIENCE FOR WOMEN
Address	SETHU BHASKARA NAGAR MADHANANGKUPPAM
City	CHENNAI
State	Tamil Nadu
Pin	600099
Website	<a href="https://sokaikedacollege.in/#/">https://sokaikedacollege.in/#/</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Meera Murugesan	044-26863199	9487500401	-	sic.naac2023@sokaikedacollege.in
IQAC / CIQA coordinator	Sandhya Lakshmi R	044-26863177	9444104824	-	sandhyasadeesh8@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	For Women
By Shift	Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Tamil Nadu	University of Madras	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SETHU BHASKARA NAGAR MADHANANGKUPPAM	Semi-urban	9.154	72426.14

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English,	36	HSC	English	50	22
UG	BA,Tamil,	36	HSC	Tamil	50	18
UG	BSc,Biochemistry,	36	HSC	English	30	29
UG	BCom,General,	36	HSC	English	210	147
UG	BCom,Corporate Secretaryship Shift Two,	36	HSC	English	55	16
UG	BSc,Computer Science,	36	HSC	English	50	46
UG	BSc,Mathematics,	36	HSC	English	55	4
UG	BBA,Business Administration,	36	HSC	English	70	36
UG	BCA,Computer Application,	36	HSC	English	50	50
UG	BCom,Information System Management,	36	HSC	English	50	28
UG	BA,Economics,	36	HSC	English	70	24
UG	BSc,Physics,	36	HSC	English	40	2
UG	BSc,Psychology,	36	HSC	English	50	8
UG	BSc,Computer Science Shift Two,	36	HSC	English	50	12
UG	BCom,Accounting,	36	HSC	English	70	18

	nting And Finance Shift Two,					
UG	BA,Historica l Studies Shift Two,	36	HSC	English	50	6
UG	BA,Sociolog y Shift Two,	36	HSC	English	50	4
PG	MA,English,	24	ANY UG DEGREE	English	40	2
PG	MA,Tamil,	24	ANY UG DEGREE	Tamil	20	7
PG	MCom,Gene ral,	24	B.COM	English	40	13
PG	MSc,Mathem atics,	24	B.Sc MATHS	English	40	5
PG	MSc,Comput er Science Shift Two,	24	B.Sc CS and BCA	English	20	6
PG	MA,Human Resource Management Shift Two,	24	ANY UG DEGREE	English	30	19
PG	MSW,Master Of Social Work Shift Two,	24	ANY UG DEGREE	English	40	6

#### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				95			
Recruited	0	0	0	0	0	0	0	0	0	95	0	95
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				31
Recruited	7	24	0	31
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	2	6	0	8
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	27	0	27
M.Phil.	0	0	0	0	0	0	0	58	0	58
PG	0	0	0	0	0	0	0	10	0	10
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	469	1	0	0	470
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	58	0	0	0	58
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	105	130	176	165
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	1	2	3
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	418	425	545	555
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	32	29	44	35
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		555	585	767	758



1. Multidisciplinary/interdisciplinary:	The college is affiliated to the University of Madras and follows the curriculum designed by it. Choice Based Credit System is followed. Non-Major Elective (NME) gives opportunity to students to select courses of their choice. The college envisages a multidisciplinary approach to the holistic development and certificate courses are offered by various departments. The courses on environmental studies and value education are offered by the University. The college encourages research on pressing societal issues by organizing seminars and conferences.
2. Academic bank of credits (ABC):	Academic Bank of Credits initiated by NEP enables students to transfer their credits from doing courses in COURSERA, SWAYAM and NPTEL. Our college is affiliated to the University of Madras and credits for the courses are fixed by the University. In view of adapting to the changes put forth by NEP regarding the Academic Bank of Credits, our college has become the local chapter of NPTEL. Mentors encourage students to take up courses and guide them to complete them.
3. Skill development:	The institution follows the syllabus offered by the University of Madras to which it is affiliated. Soft skill courses like language and communication, personality enrichment, managerial skills and computing skills are conducted as per the syllabus. Apart from these courses, certificate courses and value-added courses are conducted by various departments. The skills of the students for career opportunities are developed by the Career Guidance Cell. Human Values Club takes the initiatives to develop humanistic and ethical values. Skill Development Cell organizes programmes to train students on various job oriented skills in association with NSDC.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The faculties conduct classes in bilingual mode, both in English and Tamil to enable students to understand the concepts better. Except for the English department, all other departments take initiatives to clear the doubts of the students in the vernacular language, Tamil. The Heritage Club conducted a three-day online course on the inscription of ancient Chera and Chola kingdoms and languages like Pali. To promote Indian arts, culture and tradition a workshop on the ancient Tamil martial art,

	Silambam, was conducted. Competitions like 'garland making' and traditional kolams were conducted. Painting competition on traditional monuments and culture was conducted. The college has planned to conduct classes on Sanskrit language.
5. Focus on Outcome based education (OBE):	The college focuses on Outcome Based Education. The expected outcomes of the programmes and courses are intimated to the students and necessary actions are taken to achieve it. The Outcome is measured by the students' pass percentage, progression to higher education and good placements. The university ranks stand a testimony to the attainment of the proposed outcome. Students are encouraged to be sensitive to environmental and societal needs through the activities of various clubs. Course planning is drafted based on Bloom's Taxonomy.
6. Distance education/online education:	The college offers all the programmes through regular classes. However, the faculties prepare video and study materials for the students to learn from home. During the Covid pandemic, online education was adopted. The videos and web links are shared with students through Google Class Rooms. The basic Japanese course class was conducted online during the Covid pandemic.

### **Institutional Initiatives for Electoral Literacy**

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The college has an Electoral Literacy Club. The Club was initiated in the year 2018 and has been actively functioning with the motive of creating awareness on Electoral Process.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The college has Electoral Literacy Club guided by a Faculty Coordinator and five Campus Ambassadors. The Club Celebrates National Voters Day every year. Competitions and Activities are conducted consistently. Our college ELC coordinator recieved a special appreciation from the Tamil Nadu Government as one of the best nodal officer.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of	ELC organizes and conducts innovative programmes and initiatives to create awareness on the importance of voting. Camps are organized to enable students to get voter identity cards. Faculty members actively

students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	took part in conduct of Local body election duty. Rally is organized to promote ethical voting and to enhance the participation of youth in elections.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The ELC observed “National Voters Day” by conducting an elocution competition stressing the need to vote. The students of the club created awareness of constitutional duties by making charts and placards. The ELC in association with Greater Chennai Corporation, Ambattur conducted a Poster-Making competition on “My Vote is My Right” who insisted the responsibility to vote in the minds of the students. ELC Conducted a camp for New Voter ID Registration and created awareness on NVSO – National Voters Service Portal, Form 6 was issued to the students and Singing Competitions were conducted. Nearly 50 Percent of the students who are above 18 years old have enrolled as voters.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Every year, First year students are made to enroll as voters by organizing New Voter ID Registration Camp. This year Form 6 is issued to the students and the works in progress.

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1524	1755	1940	2022	1901

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 135

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
95	91	84	94	92

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
277.39	180.62	113.76	262.87	238.56

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

The college is affiliated to the University of Madras and adheres to the syllabus prescribed by it. Every semester, the curriculum is planned and activities are designed to achieve POs and COs successfully. All the courses offered in the college follow the CBCS pattern. Faculty Development Programmes are conducted to keep the teachers abreast of the technological developments and pedagogical skills. Teachers are motivated to do short term courses to update their subject knowledge.

- Before the commencement of every semester, the Principal and the HODs plan the dates of internal examinations and the syllabus to be covered for each examination. The College Almanac contains the vision and mission of the college, details of the Management, faculty members, internal examination dates, rules and regulations of the college, course codes of all courses, time table for both shift I and II.
- HODs allot courses to the faculty members of the department and Lesson Plan is prepared in advance. The activities, tests and seminars that are planned for the course are given in the lesson plan. Lesson Plans encompass activities, tests, and seminars, with integrated links to relevant online resources. Time Table is prepared well in advance for the effective implementation of the curriculum. To reinforce transparency and student awareness the course objectives and outcomes are displayed in classrooms, as well as through virtual platforms.
- Bridge Course is conducted for the first-year students to disseminate essential information on courses, assessments, regulations, and institutional activities, ensuring a smooth transition into the academic environment. Remedial classes are conducted to cater to the needs of slow learners.
- The institution recognizes the importance of enriching the student experience beyond the conventional classroom setting. Special Skill Training Programs, library visits, industrial visits, field trips, and internships are organized to complement the curriculum, offering students exposure to real-world scenarios and industry experts.
- A robust feedback mechanism, involving the collection of feedback from students on curriculum at the end of each semester, underscores the commitment to continuous improvement. The well-equipped laboratories and well-furnished library enhance teaching learning experience.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 20

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 1.2.2

***Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years***

**Response:** 17.58

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1463	96	48	00	00

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

#### **Response:**

#### **Gender:**

- Women's Writing course is offered as an elective in the department of English.
- The Women's Cell conducts awareness programs on Women's Health and Gender issues. Breast Cancer Day is observed to create awareness among students about their physical well-being.
- International Conferences are organized on Women's Day to discuss gender-related issues, with active student participation.
- A rally emphasizing Gender Equity is organized, and students actively participated in the mega symbol formation on Women's Day.
- Indian Constitutional Laws that support women are taught to students on National Law Day.

#### **Environment**

- The Green Club observes 'No Vehicle Day' to control pollution within the college and foster environmental awareness among students.
- Competitions on environmental issues are conducted.
- The Green Club organizes cleanliness campaign in the local community.
- A course on environmental studies is offered to promote environmental sensibility among students.

#### **Human Values:**

- Human values are imparted to students by offering certificate course on "The Philosophy of Dr. Daisaku Ikeda and Soka Education". The Research Centre of Ikedian Studies promotes human values through competitions and exhibition.
- Global Harmony Day is celebrated on 2nd January with Blood Donation Camp. After the observation of a Charity Week, on 27th February Global Amity Day is celebrated. Students donate stationery items which are donated to some NGOs.
- Numerous outreach programs are organized to raise awareness of child abuse, child labor, and environmental issues.
- The institution celebrates 'Thirukkural Vizha' to instill moral values to students.
- A Two-day National Conference on 'Peace and Sustainability' was organized to emphasize the need for sustained peace.

#### **Professional Ethics**

- The college integrates courses on Professional Ethics into its curriculum, covering subjects such as Business Ethics, Business Regulatory Framework, Social Responsibilities and Corporate Governance, Consumer Rights and Education, and Customer Relationship Management. These



courses aim to instill a strong foundation in professional ethics among students.

- The Career Guidance Cell organizes programs to refine employability skills and acquaint students with professional requirements.
- The Consumer Club and Entrepreneur Development Cell play a vital role in elucidating the ethics associated with the business environment.
- Every day, Thirukkural is prominently displayed on a board in the lobby for the benefit of students. Additionally, the Thirukural song is sung during the assembly every Monday, facilitating students' understanding of life and work ethics.
- Courses on soft skills such as personality enrichment, English for Professional Communication, English for Careers, Professional English for Arts & Social Sciences, Professional English for Commerce and Management, Professional English for Physical Sciences, Professional English for Life Sciences, Managerial Skills, Computing Skills, Language and Communication Skills, Spoken and Presentation Skills and Value Education are designed to impart professional ethics and values.
- Various Cells and Clubs, such as the Women's Cell, Green Club, and Human Values Club, organize programs dedicated to raising awareness on gender issues, environmental concerns, and human values, respectively.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2

**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**Response:** 20.6

#### 1.3.2.1 Number of students undertaking project work/field work / internships

Response: 314

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1

*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

**Response:** A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 50.91

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
528	558	586	770	762

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1330	1340	1246	1249	1129

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list as published by the HEI and endorsed by the competent authority	<a href="#">View Document</a>
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	<a href="#">View Document</a>

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 60.81

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
458	475	486	638	595

**2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
921	929	863	866	782

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 16.04

## 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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

## **Student centric learning**

The student centric teaching is promoted through learner-friendly activities.

### **Experiential learning:-**

- Internships, project work, field trips, industrial visits, library visits, and hospital visits serve as invaluable tools for experiential learning.
- National Science Day exhibitions offer hands-on training in crafting models, providing them with practical insights into scientific concepts.
- The department of Business Administration's 'Soka Angadi' plays a pivotal role in equipping students with hands-on experience in entrepreneurial skills.
- The departmental magazines, 'Natramil Kudil' in Tamil and 'Iris' in English, offer students practical exposure to the realms of editing and content writing.
- The Biochemistry department's herbal garden, 'Dhanvanthri,' not only enriches students' understanding of the medical value of herbs but also demonstrates their application in treating various ailments.

### **Participative Learning**

- Debates, group discussions, role-play, mime, peer teaching, and interactive sessions are actively done to foster participative learning.
- Participative learning is facilitated through workshops and seminars, providing students with engaging and interactive educational experiences
- Intra-departmental activities, including quizzes, paper presentations, poetry recitations, painting, and model making, actively involve students in participative learning.
- E-learning opportunities provided by NPTEL empower students with the chance for self-directed learning.

### **Problem Solving**

- Seminars, conferences and projects play a crucial role in guiding students through collaborative processes of research, analysis, and problem-solving.

### **Use of ICT enabled tools for effective teaching - learning process.**

- Zoom and Google Meet are used to conduct online classes.
- Learning materials and web sources are shared through Google Classroom and WhatsApp.
- Videos are developed by teachers for the courses they handle to aid the students. These videos are shared through Google Classroom and website.
- Teachers are motivated to do power point presentations.
- Movies and video lectures are screened in classrooms and through Google Classrooms
- The college is a member of the N-list through which students can access digital collection of journals and articles.
- Students are encouraged to be the members of NDLI club
- The Wi-Fi enabled campus helps teachers and students to update themselves.
- The college has ICT enabled classrooms with projectors. Each department is equipped with a computer and internet facilities.

- Free internet browsing is provided in the library.
- E-books are shared to the students through Google Classrooms.
- The details of different OER are displayed in library and website.

College is automated with AAMP software which supports the teachers in maintaining the data of the students. Timetable, course planning, course outcomes, attendance record and internal assessment mark are recorded through this software.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

**Percentage of full-time teachers against sanctioned posts during the last five years**

**Response:** 97.64

#### 2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
95	91	84	97	100

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 2.4.2

***Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)***

**Response:** 46.05

#### 2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
48	43	43	41	35

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

The mechanism of Internal Assessment is transparent and accurate.

- Students are informed about the various components of the evaluation process during the conduct of Bridge Course.
- The centralized internal assessment examinations namely, Internal I, Internal II, and Model Examination are conducted by the Exam Committee.
- The test dates are planned in advance and mentioned in the college calendar. The Time Table, Seating Plan, and invigilation details are circulated and also displayed on the notice board.
- Evaluation is done by the respective course in-charge. Corrected papers are randomly checked by the HODs.
- Rubrics for correction of internal examinations are framed and are intimated to the students.
- Weightage of Internal Assessment Marks as per the University norms.

Attribute	Theory	Practical
Exam	10 marks	30 marks
Seminar	5 marks	-
Assignment	5 marks	-
Attendance	5 marks	5marks
Record	-	5 marks
<b>Total</b>	<b>25 marks</b>	<b>40 marks</b>

- Marks are awarded as per the students' performance and marks are recorded in the Mark

Register. The registers are verified and signed by the HODs and the principal.

- The Internal Marks are uploaded in the University of Madras online portal and hard copies are documented by the departments for their reference.

### Redressal of Grievances:

The college has a robust system to deal with examination related grievances cell. Examination Grievance Cell and Examination Committee ensure the time bound and efficient redressal of grievances.

### Department Level:

- Effective evaluation techniques are discussed by the teachers in the department meeting.
- Students' questions related to the correction process are clarified and rectified immediately by the teachers.
- Remedial classes are conducted for the students.

### Institutional Level:

- The students can send their grievances to the Examination Grievance Cell in the mail id: **examgrievance22@gmail.com**. The cell redresses the queries within three working days.
- University theory examination issues are intimated to the Controller of Examination, University of Madras, through letters.
- Parents are informed about their wards' progress through Report Card and also in Parent Teacher Meeting.
- Result Analysis Meeting is conducted by the Principal with faculties to check the progress of the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

### Response:

The dissemination of Program Outcomes (POs), Program Specific Outcomes (PSOs), and COs is disseminated through various channels:

- POs and COs for all programs are prominently displayed on the institution's website, allowing stakeholders to access outcomes.
- Students and stakeholders receive explicit communication of COs, POs, and PSOs. This



information is also integrated into the AAMP software for easy access.

- Notice boards within the department showcase COs, POs, and PSOs, ensuring a tangible presence for students.
- The class in charge introduces and elucidates POs, PSOs, and COs at the onset of each semester. Course instructors further enlighten students about COs before commencing each unit.
- Course Outcomes are provided to students along with the syllabus copy, emphasizing the importance of COs in their academic journey.
- Lesson plans, aligned with Bloom's Taxonomy, incorporate suitable Course Objectives and Course Outcomes, providing a structured approach to the curriculum.
- Outcomes-based assignments, seminars, and presentations enrich students' understanding of COs and foster a deeper engagement with the course content.
- The significance of COs, POs, and PSOs is emphasized during mentor-mentee meetings, fostering a personalized understanding of academic goals.
- Departments articulate their Program Specific Outcomes during college assemblies, fostering institutional awareness.
- Learning Outcomes are communicated through Google Classrooms, leveraging digital platforms for effective student engagement.
- Workshops, seminars, conferences, and Faculty Development Programs (FDPs) involving educators and resource persons enhance students' capabilities to achieve Course Outcomes.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The organization is an affiliated institution and the parameters are laid down by the University of Madras. However, the college takes great care in handling the syllabus in such a way that the students can get the most benefits from the course. The performance of the students is monitored and assessed in more than one process.

- The institution conducts Continuous Internal Assessment tests to evaluate the performance of the students. The Continuous Internal Assessment and University Examination are used to ensure the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes.
- Direct Evaluation Process is used by the teachers to check the attainment of Course Outcomes. It is evaluated through Internal Assessments I and II, Model Examinations, Unit tests and University Examinations.
- The students' knowledge and skills are evaluated on their performance through Assignments, Seminars, internships, fieldwork and projects. This periodical assessment of the teachers brings out the reach of the students to the learning outcomes.

- After the examinations, slow learners are identified and remedial classes are conducted by the course instructors to enable them to score good marks.
- The Programme Outcomes are measured by the cumulative academic development of the students.
- The attainment of Programme Specific Outcomes and Programme Outcomes are measured by the number of students getting good placements and pursuing higher education.
- Career Guidance Cell and Placement Cell play a vital role in the attainment of PSOs and POs.
- Career Guidance Cell of the institution provides guidance and assistance for the students to achieve their career goal. It provides awareness of higher education, self-employment and job opportunities. Proper training is provided to the students beforehand with the collaboration of high-end training institutions.
- Placement Cell conducts regular on-campus, pooled campus and off-campus recruitments for the students. Recruiters across the cities are invited for the students benefits.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 2.6.3

#### Pass percentage of Students during last five years (excluding backlog students)

**Response:** 94.69

##### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
502	646	689	630	496

##### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
545	687	690	631	576

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1

**Online student satisfaction survey regarding teaching learning process**

**Response: 3.81**

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

*Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)*

**Response:** 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

The institution has established a robust ecosystem for fostering innovations and knowledge creation facilitating the transfer of knowledge through various initiatives and collaborative efforts with other institutions. This multifaceted approach encompasses a wide range of activities aimed at enhancing the career prospects of students, encouraging self-employment and entrepreneurial ventures, and promoting the acquisition of Intellectual Property Rights (IPR). The institution's commitment to innovation and knowledge dissemination is exemplified through the active participation of departments and several key entities, such as Institution's Innovation Council (IIC), Entrepreneur Development Cell, Enactus, Skill Development Cell and Research and Development Cell.

**IIC:**

- A Virtual Webinar on Social Entrepreneurship.
- Impact Lectures: 'Identify a potential Entrepreneur in You', 'Building A Successful Startup', 'An Overview of Intellectual Property Rights', 'Innovation and Entrepreneurship' and 'Focus

on Innovation & Entrepreneurship’.

- A drawing and elocution competitions.
- A webinar "My Story: Motivational Session by Successful Entrepreneur".
- Motivational session on the story of the successful innovator.
- Workshop on “Entrepreneurship and Innovation as Career Opportunity”
- A session on “Achieving Problem-Solution Fit & Product-Market Fit”
- FDP and Seminar on IPR
- Inter-departmental e-Poster competitions commemorating National Innovation Day

#### **Entrepreneur Development Cell:**

- “Entrepreneurship Development Programme for outgoing Students” in association with UNOM EDII- IEDP HUB.
- Workshop on Mushroom Cultivation
- One day training for Self Help Groups to start small scale and large scale mushroom production as self-employment.
- The training session on bakery was held in association with Central Palmgur and Palm products Institute, Khadi & Village Industries Commission, Ministry of MSME, Government of India.
- “World Creativity and Innovation Day” was organized with Department of MSME Entrepreneurship Development and Innovation Institute Tamil Nadu – (EDII-TN).
- Students get practical training in entrepreneurship through Soka Stationery and Soka Aavin Parlour.

#### **Enactus:**

- Training in tailoring, two-wheeler and car driving, jewellery making, Meenakari painting, wall painting, illusion art & bottle art training, and training to convert old jeans into classy handbags.

#### **Skill Development Cell:**

- Orientation Programme on courses offered by NSDC.
- Orientation Programme on Honing Skills in association with Tamil Nadu Skill Development Corporation.
- Webinar on Design Thinking.
- Seminar on Essentials of Effective Communication.

#### **R&D Cell:**

- Faculty Development programme.
- International Conference on Women’s Emancipation & Global Career Opportunities through Higher Education.
- National Conference on Peace and Sustainability.
- International Seminar on Impact of Globalisation on Education.
- Capacity Building Programme.

#### **Departmental Endeavours**

- Individual academic departments within the institution also contribute to the innovation and knowledge creation landscape.
- BBA department organizes "Soka Angadi," a bazaar where students gain hands-on experience in selling products and learn about start-up development.
- The Department of Tamil encourages research through its research club, "Agazh," and promotes budding writers through its department magazine, "*natramizh kudil*."
- The Department of English fosters intellectual growth by organizing seminars, workshops, and special lectures through its research club, "The Quest."
- The Department of Biochemistry collaborates with 'Oyster Farm' to provide training in mushroom cultivation to students and the public, with the mushroom products receiving certification from the Food Safety and Standards Authority of India.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.2.2

*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

**Response:** 148

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
46	29	19	44	10

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

### 3.3.1

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response:** 0.18

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	6	4	6	8

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**3.3.2**

**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**Response:** 1.32

**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	66	24	41	47

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1

**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**

**Response:**

#### 2022-23

- A Rally on World Mental Health Day.
- Awareness Programme on Good Touch and Bad Touch organized at Government Higher Secondary School, Madhanangkuppam
- Competitions and Games at Municipal Higher Secondary School at Lakshmipuram.
- Competitions and events were conducted to the school students of Vadagarai.
- An awareness programme on health was conducted to the workers of SMS rice mill.
- Cultural programme for the senior citizens in Athulya Senior Care.
- Competitions were conducted to the students of Municipal Middle School, Oragadam, Ambattur.
- A special training to the special children of Sri Arunodhayam, Home for Mentally Challenged.
- A Special Training on Basic Computing Skills to the students of Panchayat Union Middle School, Surapet.
- Training to the patients of Institute of Mental Health, Kilpauk.
- Training on basic computing skills to the students of Panchayat Union Middle School, Surapet.

#### 2021-22:

- Training on Basic Computing and Programming Language Skills for Govt. Hr. Sec. School, Gnayaru.
- An Awareness Programme on Blood Grouping at Government Higher Secondary Lakshmipuram School.
- A Special Training on “Basic English” and “Simple Hygiene” to the students of Govt. Primary School, Madhanangkuppam.
- Kids of SMS Rice Mill workers, Redhills were taught the importance of cleanliness and education.
- Awareness on Financial Assistance and Other Government Schemes for Women Empowerment for the Shakthi Self-Help Group, Lakshmipuram.



- Health and Hygiene Awareness Programme for the students of the Government Primary School, Arikambedu village.
- Competition on simple Mathematics Puzzles to the students of Municipal High School, Kallikuppam.
- Simple Animation Techniques to the students of the Government Girls Higher Secondary School, Venus, Perambur.

#### **2020-21:**

- A webinar on “Nutrition for Adolescents” for the students of Elite Matriculation School.

#### **2019-20:**

- Students of Government Girls Higher Secondary School, Avadi, were taught to view microorganism via foldscope.
- An Awareness Programme on Environmental Protection at Government Primary School, Madhanangkuppam.
- Training in Robotics to KBC Govt. Girls Higher Secondary School, Redhills.
- Training on Basic Computing and Programming Language Skills for Govt. Hr. Sec. School, Gnayaru.
- Visit to Arunodhayam illam – home for special children.
- Scope and significance of Economics, an interaction with the students of Chennai Corporation Hr. Sec. School, Lakshmipuram.
- A programme on “Recent Trends in Computer Technology” for the students of Government Higher Secondary School, Redhills.
- Training on Basic Computing and Programming Language Skills for Adi Dravidar Welfare Govt. Hr. Sec. School, Vadagarai.
- Training on Basic Computing and Programming Language Skills for Govt. Girls Hr. Sec. School, Perambur.

#### **2018-19:**

- An Outreach Programme ‘Save Nature’ was conducted at Government Primary School Madhanangkuppam.
- Organizing Technical Games at Government Higher Secondary School, Cholanpuram, Ambattur.
- A Training Programme on Photo Designing through photo shop software at KBC Govt. Girls Higher Secondary School, Redhills.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>

#### **3.4.2**

**Awards and recognitions received for extension activities from government / government recognised bodies**

## Response:

### 2022-23

- Nature Service Foundation, Coimbatore honoured Dr. Sethu Kumanan, Chairman, with **Lifetime Achievement Award** for his meritorious service and extraordinary contribution in academic field and his excellent leadership quality.
- Nature Service Foundation, Coimbatore honoured Mrs. Kogilam Kumanan Secretary, with **Best Social Worker Award** for her outstanding service in providing education to downtrodden women in public welfare.
- Nature Service Foundation, Coimbatore honored Dr. Meera Murugesan Principal with **Best Women Leadership Award** for her exemplary leadership.
- Nature Service Foundation, Coimbatore honoured Green Club of Soka Ikeda College of Arts and Science for Women with **Best Green Club Award** for excellent service and extraordinary contribution in extending activities towards noble cause of environmental protection and nature conservation.
- National Science Foundation Coimbatore certified **Career Guidance Cell** of Soka Ikeda College of Arts and Science for Women with **Best Career Guidance Cell Award** for the excellent service and extraordinary contribution to the students in developing their employability skills.
- National Science Foundation Coimbatore honoured Soka Ikeda College of Arts and Science for Women with **Best College Amenities Award** for its exceptional work in developing best amenities to all the students in order to succeed academically.
- Nature Science Foundation Coimbatore honoured Soka Ikeda College of Arts and Science for Women with **“Best Green Campus Award”** for the innovative efforts on green initiative & energy saving opportunities executed within the campus to maintain a green and sustainable environment to the stakeholders.
- Dream Kalam International foundation recognized and awarded **Dream Kalam International Award** to Soka Ikeda College of Arts and Science for Women, Chennai, for best innovation in education during the academic year 2022-2023.
- Dream Kalam International foundation recognized and awarded **Green Guardian Award** to Soka Ikeda College of Arts and Science for Women, Chennai, for protecting environment during the academic year 2022-2023.
- The College received Certificate of **appreciation** from ITC Limited for the contribution of 4403 kgs of dry recyclable waste for recycling.

### 2021-22

- Indian Association for Visually Challenged recognized Soka Ikeda College of Arts and Science for Women with **IAB Blind Empowerment Champions 2022 Silver Zone Award** for the

voluntary contribution for the empowerment of visual challenges.

### 2019-20

- Mrs. Kanmani Subramanian, Assistant Professor & Head, Department of Tamil received **Virakaviarasar Mudiarasanar Virudhu** from Karaikudi Virakaviarasar Mudiarasan Avaikalam, Karaikudi for her contribution to the Tamil Tradition & Poetry Writing.

### 2018-2019

- Mrs. Kanmani Subramanian, Assistant Professor & Head, Department of Tamil, received **Kavimugil Award** from Anaithulaga Tamil Kavignar Mamandram, Tamil Aiya Kalvi Kalazhagam Avvaikottam-Thiruvayaru appreciating the participation in Kalaigiar Aayiram Kavithanjali for her poetry.
- Dr. Sethu Kumanan, Chairman, received Best Supporter Award from **Vanam Seivoam Vaalviyal Kappoam** from Dr. APJ Abudal Kalam International Foundation for planting trees & environment protection.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 3.4.3

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response:** 92

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
35	21	2	20	14

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 11

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	<a href="#">View Document</a>
List of year wise activities and exchange should be provided	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

**Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)**

#### Response:

The institution boasts an expansive campus spanning 9.154 acres, adorned with a distinguished arch proudly displaying the college name at its entrance. Encompassing 4,10,505 sq.m of land, the campus is graced by nearly 800 trees, creating an atmosphere that is both airy and rich in oxygen.

**Classrooms:** The college comprises three two-storey blocks, housing a total of 49 spacious classrooms with quality furniture, fans, and blackboards. To facilitate easy identification, signboards are kept in every room, and a comprehensive campus map is prominently displayed in the lobby for the convenience of stakeholders.

**Laboratories:** The institution features three computer laboratories equipped with 125 computers, printers, scanners, and speakers, catering to both undergraduate and postgraduate students. Advanced equipment is available in laboratories of Biochemistry, Zoology, Psychology, and Physics, with periodic refurbishments to ensure optimal functionality. A dedicated software professional oversees the maintenance of computers, and comprehensive laboratory manuals are provided for student reference.

**ICT Facility:** With a substantial bandwidth of 320 Mbps, the institution provides internet connectivity through 152 Wi-Fi ports. Automation is integrated into college administration, finance, and examination processes. Eleven classrooms are equipped with ICT facilities, including screens, projectors, and speakers for presentations and screenings. All department staff rooms have notice boards, bureaus, intercom facilities and internet-connected computers with printers. The internet facility and printers are available in labs, administrative office, exam committee and IQAC. Transport Office is provided with a computer, printer and internet. The air conditioned seminar hall with a seating capacity of 100 is also equipped with ICT facility.

**Library:** The automated "Kaneko Library" boasts an extensive collection, housing 12,652 books, 1,99,500 e-books, 6000+ e-journals, and 322 periodical back volumes, National, International journals and magazines. Additionally, the library features details on Open Educational Resources (OER), accessible to students and they make use of these sources through library computers. Reprography services are available both in the administrative office and the library. Research Centre for Ikedian Studies has a collection of 1130 books by Dr. Daisaku Ikeda.

**Security and Surveillance:** The institution employs a biometric system for staff. The entire campus is

under the vigilant watch of 56 CCTV surveillance cameras, with real-time monitoring conducted from the principal's office.

**Cultural and Extracurricular Activities:** Annual inter-departmental cultural competitions “Kalakshaya” and Inter-collegiate cultural competitions “Vagai” are conducted with special stage. Cultural Club, Swarajathi, organizes various cultural events for the students in the open auditorium which accommodates more than 2000 people. Heritage Club organizes many off-stage events for the students.

**Grounds:** The College has separate play grounds for Basketball, Volleyball, Kho-Kho, Athletics and Football. Indoor games like Chess and Carrom are conducted in the separate indoor area. Special coaches are arranged to coach students for games and Athletics.

Miscellaneous: The Amenities and facilities also include Gandhi Mandap; Dhanvantri, herbal garden; Mushroom Cultivation farm, Oyster farm; in-house clinic, Nalam; first aid facilities in all staff rooms; fire extinguishers and sanitary napkin vending machines. The campus also has generators, elevator, and RO water purifiers. Hygienic canteen and hostel facilities are also available.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

***Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years***

**Response:** 17.16

**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
68.68	31.51	4.48	41.49	38.05

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

#### Response:

The Kaneko Library, spanning an area of 1900 sq ft, stands as a beacon of scholarly resources within the institution. Illuminated by natural sunlight and supplemented by tube lights, the library houses a comprehensive collection, comprising 12,762 books, including reference materials, dictionaries, encyclopaedias, textbooks, competitive exam books, and an impressive array of digital resources. The digital repertoire encompasses 1,99,500 e-books, 6000 e-journals through N-List and 6,00,000 e-books through National Digital Library of India, 14 national and 6 international journals, and 322 back volumes of journals. Additionally, the library proudly accommodates 698 students' projects.

Operational since 2017, the library has embraced partial automation through the implementation of SafeLib Software (ILMS). The Integrated Library Management System facilitates seamless access to resources for students, faculty, and researchers. SafeLib 4.0 Version 1 software, a multi-user system, efficiently manages book stock, member details, membership records, circulation processes, and archival of newspaper and magazine entries. The software also maintains a log file documenting all master entries, modifications, and deletions for administrative reference.

A robust subscription strategy encompasses digital resources like e-journals, e-books, e-Shodhsindhu, e-Shodhganga, and databases accessible through INFLIBNET (N-List). The Online Public Access Catalogue (OPAC) further streamlines access, enabling users to explore bibliographic details, check circulation records, and retrieve web addresses of articles, sites, and e-journals via barcode reader automation.

The library provides a conducive research environment with internet-enabled computers, a well-furnished reading room equipped with Wi-Fi, and Xerox facilities. Facilitating department-specific e-resource access for students, the library also preserves university examination question papers for reference. Initiatives such as the NDLI Club enrolment, book exhibitions, and Library Day seminars and competitions underscore the library's commitment to academic enrichment.

Recognizing outstanding contributions, the library instituted the "Miss Kaneko" Best Library User

Award to promote a culture of reading among students. Further enhancing academic affiliations, departmental memberships in the American Library and the Madras University library are granted. Annual stock checks ensure the maintenance of books.

An orientation program for first-year students comprehensively acquaints them with the wealth of resources and features available within the library, solidifying its pivotal role in the academic journey.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

### 4.3.1

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

#### Response:

The institution demonstrates a steadfast commitment to the contemporization and optimization of its Information Technology (IT) facilities, recognizing their pivotal role in advancing both academic and administrative functions. This dedication to technological evolution is underpinned by a systematic approach to hardware and software upgrades, aligning with the dynamic needs of diverse departments. Faculty members actively engage with Information and Communication Technology (ICT) resources to augment the efficacy of the teaching-learning paradigm.

The institution significantly enhances its IT facilities

- The institution provides uninterrupted services by managing and extending hardware and networking support to the departments, administrative office, IQAC and library.
- The smart rooms are equipped with LCD facilities and projectors to enable teachers and students to use ICT for effective teaching and learning. Eleven projectors are installed in the smart rooms with the accessories of I Ball Home Theatre 4.1 - BENQ LED Projector with Screen. The seminar hall has an ICT facility with a screen, projector, mikes and speaker for conducting seminars, meetings and other presentations.
- The labs have adequate number of computers. Student and computer ratio of 1:1 is maintained. The labs have 125 computers that are repaired and updated whenever necessary. The computers in the labs are upgraded with the following configuration: Lenovo, Acer, ASUS, DELL - Intel Core i 5, Intel Core i 3, Intel Pentium, Intel (R) Pentium (R) and OS – Windows XP, Windows 7, Windows10, Windows10 pro, Windows XP Prof, UBUNTU 20.01.
- In addition, there are 4 computers in administrative office and 10 computers in departments. Exam Committee, library, IQAC and principal's office also holds computers with internet access



and printers.

- The institution is equipped with generators to ensure the continuous and effective functioning of the power supply inside the campus. 212 Wi-Fi ports were installed to provide Wi-Fi access to the entire campus. 9 Wi-Fi devices are actively functioning to allow uninterrupted use of ICT facilities. The Wi-Fi devices are installed to enable the wide-ranging coverage of Wi-Fi to all parts in the institution.
- The institution updates its internet connection every year. The available internet bandwidth is Fiber Act with 500 MBPS, two connections of BSNL Fibre with each 100 MBPs and 50 MBPs.
- The library is computerized with SafeLib 4.0 Version 1 software. It has 2 computer systems with internet access.
- Fifty-six surveillance cameras were installed in the campus for the safety and security of the staff and students.
- Two e-SSL biometric systems (Etime track lite) are placed in college for reporting the entry time and exit time basis of the staff. Transport Office has 1 e-SSL biometric system, 1 computer and 1 Epson colour printer.
- The institution also has fire protection and safety equipment.
- Windows Firewall protection is enabled.
- For maintenance of systems, a professional is appointed in a full-time basis.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

##### Student – Computer ratio (Data for the latest completed academic year)

**Response:** 12.7

##### 4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 120

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

### 4.4.1

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 22.03

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
57.99	34.85	13.12	64.96	65.54

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 25.27

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
344	495	525	530	416

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	<a href="#">View Document</a>
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	<a href="#">View Document</a>
Upload policy document of the HEI for award of scholarship and freeships.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

**Response:** A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 53

**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1190	1566	439	1213	437

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 34.58

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
296	285	165	197	139

**5.2.1.2 Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
545	687	690	631	576

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	<a href="#">View Document</a>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.2.2

*Percentage of students qualifying in state/national/ international level examinations during the last five years*

**Response:** 0.93

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
5	2	5	0	7

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</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 last five years**

**Response: 53**

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	11	8	4	16

File Description	Document
Upload supporting document	<a href="#">View Document</a>
list and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 5.3.2

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response: 8.8**

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
10	9	6	9	10

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</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**

**Response:**

The higher education institution maintains a robust and meaningful connection with its alumni, actively involving them in various capacities to contribute to the institution's growth. The institution has formalized this relationship by establishing an official Alumni Association, thereby enhancing the benefits for students, stakeholders, alumni, and the institution as a whole. Alumni Reunion Days are regularly organized to facilitate interactions, allowing the exchange of information regarding the alumni's current professional positions and maintaining on-going connections with respective academic departments.

**Objectives of the Alumni Association are to:**

1. Cultivate and strengthen the relationship between the institution and its alumni.
2. Effectively use the talents and skills of the alumni to contribute to the institution's development.
3. Assist the institution in facilitating placements for current students through alumni networks.
4. Systematically arrange and conduct alumni meetings at regular intervals to foster a sense of community and shared experience.
5. Encourage sustained interest and loyalty among alumni towards the institution.

**Involvement of Alumni in Institutional Activities:****Alumni are encouraged**

- To serve as resource persons for academic activities.
- To contribute as resource persons for skill development programs.
- To be the judges for cultural competitions
- To promote Entrepreneurial Development through active participation in relevant training programs.

File Description	Document
Upload Additional information	<a href="#">View Document</a>



## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### Response:

**The Vision of the College-** Deliver University education to benefit and uplift the students and society through systematic knowledge assimilation and delivery at all levels.

**The Mission of the College-** To produce knowledgeable and competent graduates, postgraduates, and researchers with wholesome leadership qualities by systematic teaching and training with regular and path-breaking programmes and strategies.

#### **The Vision and Mission of the college are visible in governance and leadership**

- As per the vision of the college to uplift students, fee concession is offered to students. Free transport from specific points helps students from rural areas to commute freely and safely to college. The college endeavours to get scholarships from non-government agencies and philanthropists. The college takes a lot of initiatives to get scholarships from the 'Help the Blind Foundation' to help visually challenged students.
- With an enriched teaching-learning process, many of the students have secured University ranks and are well-placed.
- College Students' Union hones the leadership qualities of the students.
- In accordance with NEP, skills development initiatives are carried out through SEED - Skills Enhancement for Employability Development.
- Placement Training and Career Guidance Cell ensure the student's academic and professional growth.
- Human values and good virtues are imparted to students through certificate courses and other activities.

#### **Decentralization and participation in institutional governance**

- Policy Documents are framed for a sustained institutional growth.
- The college functions under Sethu Valliammal Educational Trust and decentralizes decision-making through Advisory Board, College Management Committee, Governing Body, Principal and Vice-principal.
- The conduct of all curricular and extra-curricular activities, recruitments, and establishment of new policies are done with the concurrence of IQAC, Council Members, Union Advisor, Coordinators of Committees, Clubs and Cells.
- Management Review Meetings are conducted twice a year to monitor and channelize activities.

- Council Meetings are conducted regularly, and the planning and execution of all activities are discussed. HODs with class teachers and other professors carry out the necessary action.
- The Vice-principal coordinates the non-teaching staff. The house-keeping staffs are monitored by Maintenance In-charge.
- Drivers and conductors are regulated through the transport office headed by the Transport Manager.
- Class Representatives Meeting (CRM) is conducted and the requirements of the students are noted and solved.

### Short Term and Long Term Institutional Perspective Plan.

#### Short Term Plan

- To improve student strength in certificate courses and add-on courses.
- To motivate faculty to publish papers in UGC CARE journals.
- To improve campus placements for students.
- To conduct research activities collaborating with others institutions.
- To increase green initiatives outside the college.

#### Long Term Plan

- To increase the number of smart class rooms.
- To construct elevator for the benefit of the differently abled staff and students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

#### Response:

The objective of the institution is to maintain high standards in academic and non-academic activities of the college. To achieve this objective meticulous planning is done every year and the necessary actions are executed.

#### Administrative set-up

The college functions under Sethu Valliammal Trust, headed by the Chairman. The College Management is participative and follows a structured organizational mechanism. The College Management Committee comprises both internal and external members. This committee is ably supported by the Advisory Board. All the policies and decisions are made by the College Management Committee with concurrence of the Advisory Board, the Principal and the College Council. The recommendations from IQAC are presented periodically to the Management by the Principal for approval. Various Committees, Clubs and Cells are formed for the planning, preparation and execution of the academic and extra-curricular purposes. Each Committee consists of coordinators, members and student representatives. The Students Council Meetings and Class Representative Meetings are held regularly to address the student related issues. Recruitment of staff is based on the requirement. Through a systematic procedure recruitment of staff is done with the approval of the Management. Soka Manual is created and the working of the college is specified in that.

### 2017-18

Strategic Plan	Deployment	Timeline
To improve the skills of the students	Value Added Courses/ Certificate Courses were conducted in 2018	1 Year
To review the academic and administrative process	ISO certification received in 2018	1 Year

### 2018-19

Strategic Plan	Deployment	Timeline
Induct new programmes	Department of Psychology & Accounting and Finance were introduced in 2019	1 Year
Improve teaching methods with ICT	ICT enabled teaching was extensively improved in 2020	2 Years

### 2019-20

Strategic Plan	Deployment	Timeline
Participation in NIRF	College participated in NIRF in 2022	3 Years
Increase MoUs with other institutions	MoUs with other institutions were increased	3 Years

### 2020-21

Strategic Plan	Deployment	Timeline
Increase the number of Clubs and Cells for the better functioning of college activities.	New Clubs and Cells such as Heritage Club, Career Guidance Cell, Green Club, Fine Arts Club, Women's Cell and Research and Development Cell were added in 2021	1 Year

### 2021-22

Strategic Plan	Deployment	Timeline
Encourage students and Faculty to do more NPTEL courses	NPTEL Local Chapter was set up in the college in 2022	1 Year
Improve the bandwidth of the college	Bandwidth was increased in 2022	1 Year
In-house clinic to be set up to aid students and staff	Nalam Clinic, in-house clinic was set up in 2022	1 Year
NAAC Accreditation	Applied for NAAC Accreditation in 2023	3 Years

## 2022-23

Strategic Plan	Deployment	Timeline
Elevator facility to help differently abled	Elevator was built in 2023	1 Year
Improve students qualifying in competitive examinations	Competitive Examination Coaching Cell was formed.	1 Year
Improve research publication	Faculty are motivated with financial aid	2 years

## FUTURE GOALS

Strategic Goal I	2 (f) Status	3 Years
Strategic Goal II	A++ in NAAC Accreditation	8 Years

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2.2

### *Institution implements e-governance in its operations*

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

#### **Performance Appraisal System**

- To enhance quality culture and to motivate faculty towards better academic performance, an annual self-appraisal system is followed. At the end of every year, faculty members are asked to give the details of their publications, paper presentations, FDP attended, details of short-term courses pursued, programmes organized and the results of University Examinations. Each metric carries specific marks and the total is calculated. The comments of the HODs and Coordinators are also registered.
- The Management encourages the faculty members to do Ph.D by giving incremental benefits as soon as they complete their Viva-Voce and also presents 4 gram gold coin.
- Incremental benefit is given to the faculty members who qualify NET/SET examination as soon as the results are published.
- One gram gold coin is given to faculty members who produce 100% results in the University Examination and to the staff with 100% attendance.
- Two grams gold is given to teachers who produce University Ranks.
- Four grams of gold coin is presented to all staff who complete ten years of service in the college.
- A gift of Rs. 5000 is given to the staff, who gets married during their tenure in the college.
- Gifts are given to the faculty during special occasions like Sports Day and Teachers Day.
- Financial assistance is granted to faculty members for presenting papers in Conferences and Seminars.
- Institutional membership in professional bodies is facilitated.
- All departments are provided with internet facility.
- Faculty members are permitted to be a resource person for programmes in other institutions and

are given 'on duty' facility.

- Faculty members are allowed to be Research Advisory Committee and Board of Studies Member in other institutions.
- On Duty is granted for Ph.D. Viva-Voce and NET/SET examination.
- Two days 'On Duty' permission is given per semester for presenting papers in National and International Seminars and Conferences.
- Three days of additional Casual Leave are given for the staff members marriage and any bereavement of close family members.
- Teachers who are diagnosed with COVID-19 are given five days off.
- One day trip is arranged annually for staff by the Management.
- Uniforms are provided for housekeeping staff and drivers.
- Fee Concession is provided to the daughters of non-teaching staff under the Sethu Irani Fee Concession.
- Professional Training Programmes are arranged for both teaching and non-teaching staff.
- Provident fund is provided to all the staff.
- ESI facility is offered to the staff, who are eligible for it.
- Accident Insurance is offered for staff members to meet medical expenses.
- Health check-ups and medical camps are conducted for the staff, students and in the adapted villages.
- Sports and recreational activities are conducted for staff .

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 6.3.2

**Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 0.44

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	0	0	0

File Description	Document
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	<a href="#">View Document</a>

### 6.3.3

*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

**Response:** 0

**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
37	32	30	33	36

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

#### Response:

Soka Ikeda College of Arts and Science maintains and monitors the financial resources and utilizes it in an effective way for various quality improvement activities. The resources collected from various sources are used for new programs, infrastructure, welfare of students and staff. Financial audits are conducted both internally and externally. Internal audit is conducted by Mr. S.Madhavan, Lakshmi Associates, Chennai and external audit is conducted by Mr.Ezhil and Mr. Raj, Chartered Accountants. ISO audit is also done annually.

#### Financial sources:

- The college is self-financed and the major source of revenue is fee collection and from the management fund.
- Bank interests from Endowments Award deposit.
- Funds from the Tamil Nadu State Council for Science and Technology for conducting awareness programmes.

#### Optimal Utilisation of Resources

Finance Policy is framed by the Management and revenue is spent in accordance to it. The budget is prepared and funds are allotted for

- Salary and other emoluments for the staff.
- Infrastructural augmentation and maintenance.
- Academic requirements like updating the library, laboratories and online facilities.
- Staff and Student welfare programs.
- Development of sports activities.



- Enhancing research by conducting conferences, seminars and workshops.

File Description	Document
Upload Additional information	<a href="#">View Document</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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

#### Response:

IQAC has institutionalized the following strategies

#### Academic Excellence

- IQAC motivates faculty members to develop videos for the courses they handle.
- Course End Survey is conducted to check the course instructor's performance and to verify if the desired outcome is achieved.
- Bridge Course is conducted for the first-year students.
- IQAC has standardized the Lesson Plan of the faculty members.

#### Faculty Development

- FDPs are conducted in the beginning of the year by IQAC to promote the professional skills and career competence of the teaching faculty.
- N-List is subscribed to enable staff and students to pursue research.

#### Standardization

- ISO audit is conducted every year, to ensure standards in academic and non-academic aspects.
- Academic Audit is conducted.
- Examination Redressal Committee, Research and Development Cell, Career Guidance Cell, Women Cell, Special Needs Cell, Anti Ragging Cell, Skills Development Cell, Fine Arts Club, Green Club, Heritage Club, Human Values Club and Language Club are formed.

- Class Representative Meetings are conducted along with Students' Union to discuss important issues.
- IQAC helps to file AISHE and NIRF.

### Examination

- Rubrics for correcting the internal examination paper are framed.
- IQAC has formed a new format for assignments mapping the COs.
- All departments are instructed to maintain a question bank for all the courses.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.5.2

#### Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
- 2.Academic and Administrative Audit (AAA) and follow-up action taken
- 3.Collaborative quality initiatives with other institution(s)
- 4.Participation in NIRF and other recognized rankings
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

**Response:** B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
NIRF report, AAA report and details on follow up actions	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

#### **Response:**

The fundamental value of the institution is to promote equity through various programs and strategies. These strategies can be grouped under three categories such as curricular endeavours, co-curricular endeavours and women-centric facilities.

#### **Curricular Endeavours to Foster Gender Equity**

The institution demonstrates its commitment to gender equity through various curricular aspects

- The Department of English includes a course on "Women's Writings" for third year B.A. English students.
- The Department of Sociology offers a course on "Gender Studies" for third-year B.A. Sociology students.
- The Department of Social Work contributes to gender equity education with a course on "Gender and Development" for first-year MSW students.
- The Department of Tamil offers a course, "Periyariyal," which includes the study of Periyar's writings for I M.A. Tamil students.
- The Human Resource Management program integrates a unit focused on addressing sexual harassment in the "Workplace Counselling" course for second year M.A. HRM students.

#### **Co-Curricular Endeavours Advancing Gender Equity**

Beyond the academic sphere, the institution actively promotes gender equity through co-curricular activities

- Both genders are equally represented in the College Management Committee and the Academic Council Committee.
- The College Students' Union ensures equal opportunities for all students to nurture their leadership qualities.
- The Women's Cell proactively initiates awareness campaigns and invites distinguished women speakers to foster gender sensitivity and equality.
- International and national conferences and seminars are organized by various departments, focusing on topics related to women's issues.
- The celebration of International Women's Day with diverse events, both within and outside the college campus.

- Programmes on topics such as the prevention of sexual harassment, drug abuse, nutrition, breast cancer, and menstrual hygiene are organized.
- Mentoring and Counselling provided support to students.
- The institution recognizes and honours woman achievers working in grass roots with the Manjula Srinivas Best Woman Award.
- Self-defence training is given to students.

### Women-Centric Facilities

- A comprehensive surveillance system, with CCTV cameras safeguards students and faculty.
- A dedicated security team at entry and exit maintain a visitor book and gate pass system to provide safety to students.
- Identity Cards are issued to all faculty, non-teaching staff, and students to ensure a secure environment.
- The “Nalam Clinic”, an in-house clinic, operates in campus, staffed with a full-time nurse and regular gynaecologist consultations.
- Adequate and well-maintained washrooms are equipped with sanitary pad dispensers.
- The institution offers free transportation from common points for students.
- A Women's Relaxation Zone is accessible to both faculty members and students.
- Government and non-government scholarships are sought for needy students.
- The institution maintains Internal Complaint Committee, Grievance Redressal and Anti-ragging Committees to redress the grievances of the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2

#### The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

**Response:** A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

**Response:** A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of**

## **students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

### **Response:**

Soka Ikeda College is deeply committed to instilling core human values, true to its name "Soka," which signifies value creation in Japanese. The institution promotes an inclusive, harmonious, and peaceful environment by nurturing students' respect and appreciation for cultural, linguistic, regional, and socio-economic diversity. The college incorporates these principles into its co-curricular and extra-curricular activities.

### **Promotion of Humanistic Values:**

The College has established the Research Centre for Ikedian Studies and the Human Values Club, with the goal of disseminating Dr. Ikeda's philosophy and cultivating values among the students. Through seminars, exhibitions, workshops, and other activities the human values are inculcated.

### **Promotion of Cultural and Regional Tolerance and Harmony:**

Cultural events and celebration of festivals are organized to foster respect for diverse cultures. The Heritage Club plays a pivotal role in encouraging students to appreciate cultural differences and to preserve indigenous customs, traditional foods, and habits that are reflective of Tamil culture. Onam is celebrated every year to encourage students to appreciate different regional and cultural practices. The fine arts club, "Swara Jathi," rejuvenates classical art forms such as *thappattam*, *oyilattam*, *bharatanatyam*, and more. The traditional martial art "silambam" is also taught to students. The inter-departmental competitions, "Kalakshya" and inter-collegiate competitions, "Vaagai" promotes of cultural activities. The College celebrates festivals such as Pongal, Christmas, Onam, Navarathri, and Margazhi utsavam to embrace and appreciate different regional and cultural practices. Students from the University of Florida and Soka University, Japan, facilitate cross-cultural exchanges and the sharing of ideas at global level.

### **Promotion of Different Languages:**

The Language Club actively celebrates Mother Language Day. Basic and advanced Japanese Courses are conducted for the students.

### **Measures to Promote Socio-Economic Diversity:**

To inculcate a deep sense of social responsibility, the college organizes visits to NGOs, socially marginalized communities, and third-gender communities. Students are encouraged to participate in volunteer work as part of extension and outreach activities. To help economically weaker sections, Sethu Irani Fee Concession is instituted.

### **Constitutional Values and Obligations of Citizenship:**

The Electoral Literacy Club plays a vital role in raising awareness about voting rights, fundamental duties, and fundamental rights. They also facilitate the process of acquiring voter IDs for students and staff. Awareness on constitutional values, rights and responsibilities are created by celebrating the

National Law Day, inviting distinguished lawyers to address students.

File Description	Document
Upload Additional information	<a href="#">View Document</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**

**Response:**

#### **BEST PRACTICE - I**

**TITLE OF THE PRACTICE: SOKA YUVA SAKTHI**

#### **OBJECTIVES**

The objective of the practice is to empower young women in sports by offering financial support.

The objective is achieved by

- Supporting the college education by waving tuition fee and supporting them with free residential care.
- Training young women to face tournaments and competitions with enthusiasm and confidence.
- Supporting sports students with the required infrastructural facilities.
- Helping and encouraging them to compete in District, State and National, Zone, Inter - zone, University and All India level sports competitions.

#### **CONTEXT**

Women from rural parts of Tamil Nadu are unable to realize their sports dreams due to various socio-economic barriers. The restriction in their own family and the social stigma related to girls participating in sports, prevents women from taking part in sports. The college management strongly believes that by encouraging girl students to take part in sports their socio-economic condition can be alleviated. Achieving in sports can help increase their self-esteem, self-confidence, self-worth and explore career opportunities in the sports.

Though free education for students participating in sports, is not recommended as statutory requirements, the college management out of their goodwill are offering free accommodation and food, specialized training, fee waiver, sports accessories and also meets the travelling expenses when students participate



in tournaments.

## PRACTICE

A holistic approach is applied in empowering young Ikedians to achieve sports excellence.

Every year, under Soka Yuva Sakthi programme, the college provides support to more than 40 students. The students are admitted in the stream of their choice. Students from Sports Development Authority of Tamil Nadu (SDAT) are also admitted in the sports quota. For the students staying in SDAT, free transport is provided. Sports students who wish to stay in their home are also given benefits.

## DETAILS OF BENEFITS PROVIDED UNDER EACH CATEGORY

HOSTEL	SDAT	DAY SCHOLAR
<ul style="list-style-type: none"><li>• Free hostel</li><li>• Fee waiver</li><li>• Free nutritious meal</li><li>• Free sports accessories</li><li>• Cash awards</li></ul>	<ul style="list-style-type: none"><li>• Fee waiver</li><li>• Free nutritious meal</li><li>• Free sports accessories</li><li>• Free transport</li><li>• Cash awards</li></ul>	<ul style="list-style-type: none"><li>• Fee waiver</li><li>• Free nutritious meal</li><li>• Free sports accessories</li><li>• Cash awards</li></ul>

## EVIDENCE OF SUCCESS

In the last five years, 208 sports candidates have been benefitted and won more than 500 events in zone, district, state and national level.

S.NO	ACADEMIC YEAR	NO: OF STUDENTS BENEFITTED UNDER SPORTS CATEGORY
1	2018-2019	36
2	2019-2020	42
3	2020-2021	44
4	2021-2022	44
5	2022-2023	42
	TOTAL	208

## PROBLEMS ENCOUNTERED / RESOURCES REQUIRED

The college Management finds it difficult to mobilize resources as the institution is self-financed. Due to this the students benefitted by this scheme are limited. Every year, on an average, Rs. 14,00,000 is spent to assist the sports students with the tuition fee, hostel and sports related training.

## BEST PRACTICE - II

### 1. TITLE OF THE PRACTICE- ACADEMIC EXCHANGE PROGRAM

### 2. OBJECTIVES

To provide an enhanced learning experience for students and upgrade their educational competencies through academic exchange between Soka Ikeda College of Arts and Science for Women, India and Soka University, Tokyo, Japan.

### 3. CONTEXT

Soka Ikeda College of Arts and Science for Women strongly believes that a holistic education can be achieved if learning goes beyond traditional classroom setting. The college aims to empower students with the knowledge, practical skills and real-world experience for their future. Academic Exchange Programme (AEP) is a student-centred program between Soka Ikeda College of Arts and Science for Women, India and Soka University, Tokyo, Japan. The first year and second year students of all programmes are informed about the Academic Exchange Programme and are motivated to take up Japanese courses.

### PRACTICE

The selection process of the students:

At the beginning of the year, the information regarding the selection for AEP is conveyed to the students in weekly assembly. The Japanese language teachers, Mrs. Kiyomi Tanaka and Ms. Shizuka distribute the enrolment forms to the students. Students who are interested must fill the form with parent's consent and the HOD's approval. The forms are scrutinized by the Management and the Principal. The enrolled students should take up a written examination before the conduct of face-to-face interview. The questions for the examination are set by the President of the college under the topics India, Japan, Tamil Nadu, Soka Ikeda College and Soka University. The examination is conducted by the Japanese Language teachers and the papers are corrected by the HODs whose students do not compete in the examination. The students who excel in the examination are called for a personal interview. The interview is conducted by a panel comprising President, Advisor, Principal, Vice Principal and HODs. Students are short-listed for the AEP after getting the consent from the parents. The selected students are then facilitated to get visa and other necessary documents.

**Facilities offered to the students from Soka University-** Students were provided with free accommodation and transport. They are free to select the courses for their choice. The timetable and syllabus of the courses are given to the student after selecting the courses. Study materials and library cards are provided to them. Students are taken to different places to gain experience. After completion of their course, an examination is conducted by the respective department and the students are given grades according to their performance. In the valedictory ceremony, certificates are issued to them.

### PROBLEMS ENCOUNTERED / RESOURCES REQUIRED:

The problem faced in practicing this exchange programme is that not many students come forward for this, as many are from traditional rural background. Since the college is self-financing, the resources to support the expenses of the students are limited.

### EVIDENCE OF SUCCESS

The students who visited Soka University are placed in various reputed companies in India and Japan.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1

**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

#### **Response:**

The cornerstone of our college's philosophy is to empower women and extend opportunities to those with economic disadvantages. We encourage students to excel academically, participate in co-curricular and extracurricular activities, and actively engage in Inter- Departmental and Inter-Collegiate competitions. Under SEED (Skill Enhancement for Employability Development) the students are trained with various skill sets to increase their employability. The training is executed through

- *Entrepreneurial Development Cell*
- *"Seiko", Basic Japanese Language Course*
- *Advanced Japanese Language Course*
- *Institution Innovation Council*
- *Enactus Club*
- *Career Guidance Cell*
- *Skill Development Cell*

#### **Entrepreneurial Development Cell**

In the realm of higher education, fostering entrepreneurial skills among students is of paramount importance. The entrepreneurial development initiatives are undertaken by the college through Entrepreneurship Development Cell (EDC), with a specific focus to make the students skillful. The Entrepreneurial Development Cell at the college operates several enterprises, including

- Soka Stationery Stores,
- Soka Aavin Parlour
- Soka Angadi, business expo
- Mushroom Cultivation Training

The Entrepreneurial Development Cell fosters innovation and provides valuable insights into identifying and solving real-world problems, thereby enhancing the prospects of entrepreneurial success among students through Soka Stationery Stores and Soka Aavin Parlour. Soka Angadi, in particular, serves platform for cultivating essential entrepreneurial competencies, preparing students for real-world business. As part of the entrepreneurial development program, students receive training in mushroom cultivation under the guidance of a dedicated trainer. This initiative aims to equip students with the skills

required to become small-scale entrepreneurs in the field of mushroom cultivation. The mushrooms cultivated in this venture have secured FSSAI certification. Approximately 50 students undergo this training annually.

### ***Seiko, Basic Japanese Language Course***

In an increasingly globalized world, proficiency in foreign languages has emerged as a crucial asset for students seeking placements in multinational corporations. Recognizing the importance of linguistic and cultural diversity, our college offers a basic Japanese language course, aptly named "Seiko," to all first-year students. The primary objective of the basic Japanese language course, "Seiko," offered free to the students by our institution is to empower rural girls by equipping them with the knowledge of a foreign language. This language course serves as a gateway to understanding the Japanese language and culture, thereby equipping students with the requisite tools to navigate the demands of a multicultural society. This course, distinctive in its nature, is taught by trained, capable, and dedicated native teachers from Japan, rendering it the sole institution providing free Japanese classes with native instructors. Beyond language acquisition, students are also introduced to Japanese cultural paper craftwork, "Origami".

### ***Advanced Japanese Language Course***

The institution offers an advanced certificate course in Japanese, allowing interested students to progress from beginner to advanced levels. Engaging in events like "Japanese Night" and "Japan Expo" enhances their understanding of Japanese culture. Furthermore, students participate in the MOSAI speech contest and undertake the Japanese-Language Proficiency Test as they advance through the course. Subsequently, after completing the certificate course, students gain the capacity to communicate fluently in Japanese.

### ***Institution Innovation Council***

The Institution Innovation Council plays a pivotal role in recognizing and nurturing students' potential, facilitating the realization of their innovative ideas. Programs on Intellectual Property Rights (IPR) to educate students about key IPR laws, Copyrights, Patents, and Trademarks are organized. Motivational sessions inspire aspiring students to embrace entrepreneurial success and equip them with necessary skills.

### ***Enactus Club***

The Enactus Club organizes workshops and training sessions on Tailoring, Driving, Jewellery Making, Bottle Art, Illusion Art, Handbag Making, Liquid Embroidery, 3D Mural Art, Meenakari Painting, Wall Painting, and Bridal Mehendi. These activities develop students' skills for self-employability.

### ***Career Guidance Cell***

The Career Development Cell plays an important role in nurturing students' career aspirations and goals. This cell organizes seminars and workshops to enhance students' skills to meet the requirements of the industry. The Cell provides training in aptitude skills, interview skills, and soft skills, ensuring that students are well-prepared for interviews and equipped to secure positions in good companies. Through interactions with industry experts, it helps students understand the needs of the contemporary workforce, offering a platform for aligning individual capabilities with the demands of the industry.

### ***Skill Development Cell:***

The Skill Development Cell takes active initiative to organize Orientation Programme on the courses offered by National Skill Development Corporation. Further to hone the skills of the students, the cell organizes programmes in association with Tamil Nadu Skill Development Corporation. To tap out the creative talents of the students, a webinar on Design Thinking was organized. The communication skill which plays a vital role in career growth is sharpened by the cell by organizing a seminar on Essentials of Effective Communication

Collectively, these cells and initiatives offer students a well-rounded educational experience, combining academic learning, entrepreneurship, and employability skills. They encourage students to adopt a holistic approach to education, facilitating successful career development while instilling ethical values. The ultimate aim is to prepare students to be exemplary ambassadors of the college as they embark on promising careers in diverse fields.

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

## 5. CONCLUSION

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### **Additional Information :**

The prime motto of the college is to offer a good education and make students competent and skillful. Every year, students secure university ranks and progress to higher education. Many students are placed in good companies and renowned institutions. Certificate courses are offered by various departments to improve student's employability. To make students competent in global job market, certificate course on "Japanese Language" is offered to the students. This course is handled by native Japanese teachers. To inculcate good values and to make students responsible citizens, certificate course on "The Philosophy of Dr. Daisaku Ikeda and Soka Education" is also offered through Research Centre for Ikedian Studies and Human Values Club. The leadership qualities of the students are honed with Students' Union. Secretaries and joint secretaries of various departments, cells and clubs actively coordinate the activities of the college. Through NSS, YRC, RRC, NCC societal activities are conducted to benefit students and community.

Scholarships and insurance facilities are also offered. The college helps the students to get government and non-government scholarships. Apart from these scholarships, Sethu Irani Fee Concession and PG Fee Concession offer tuition fee exemption for students. Students who come under the sports quota are offered free education and accommodation facilities.

College is associated with various Universities around the world for cultural and academic programmes. The college has signed a Memorandum of Understanding with Soka University, Japan, for the Academic Exchange of Students on 15.12.2009. Under this MoU, every year, two students from Soka Ikeda College of Arts & Science for Women are selected under several parameters and are sent to Soka University for a short educational programme for three to six months. Similarly, two Students from Soka University visit our college and take up courses of their choice. The students from Arizona University visit our college regularly to create awareness on AIDS. Students from Florida University come on a study programme to learn about the workings of NGOs in India. These students visit our college and present papers on their findings in India.

### **Concluding Remarks :**

The vision of the college is to empower young woman. This vision is achieved by imparting quality education and developing them holistically. In the years to come the college envisions to get good global placement for students.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																								
1.2.1	<b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b>  Answer before DVV Verification : Answer After DVV Verification :20 Remark : DVV has made changes as per the report shared by HEI.																								
1.2.2	<b><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></b>  1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>2250</td><td>625</td><td>138</td><td>300</td><td>272</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>1463</td><td>96</td><td>48</td><td>00</td><td>00</td></tr></table> Remark : DVV has made changes as per the report shared by HEI.					2022-23	2021-22	2020-21	2019-20	2018-19	2250	625	138	300	272	2022-23	2021-22	2020-21	2019-20	2018-19	1463	96	48	00	00
2022-23	2021-22	2020-21	2019-20	2018-19																					
2250	625	138	300	272																					
2022-23	2021-22	2020-21	2019-20	2018-19																					
1463	96	48	00	00																					
1.3.2	<b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b>  1.3.2.1. <b>Number of students undertaking project work/field work / internships</b> Answer before DVV Verification : 399 Answer after DVV Verification: 314  Remark : DVV has made changes as per the report shared by HEI.																								
2.1.2	<b><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></b>  2.1.2.1. <b>Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b> Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr></table>					2022-23	2021-22	2020-21	2019-20	2018-19															
2022-23	2021-22	2020-21	2019-20	2018-19																					

504	523	556	723	723
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
458	475	486	638	595

**2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
918	925	860	862	779

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
921	929	863	866	782

Remark : DVV has made changes as per the report shared by HEI.

**2.4.2** *Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

**2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
53	54	45	47	45

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
48	43	43	41	35

Remark : DVV has made changes as per the report shared by HEI.

**3.2.2** *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

**3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
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52	31	23	52	12
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
46	29	19	44	10

Remark : DVV has made changes as per the report shared by HEI.

**3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	4	6	8	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	6	4	6	8

Remark : DVV has made changes as per the report shared by HEI.

**3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
90	26	45	51	19

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	66	24	41	47

Remark : DVV has made changes as per the report shared by HEI.

**3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

**3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
42	22	2	22	14

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
35	21	2	20	14

Remark : DVV has made changes as per the report shared by HEI.

**3.5.1 *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification :

Answer After DVV Verification :11

Remark : DVV has made changes as per the report shared by HEI.

**4.4.1 *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)***

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
96.15	44.08	16.11	107.55	85.13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
57.99	34.85	13.12	64.96	65.54

Remark : DVV has made changes as per the report shared by HEI.

**5.1.4 *The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organisation wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**

#### 4. Timely redressal of the grievances through appropriate committees

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made changes as per the report shared by HEI.

#### 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 last five years

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	11	8	4	16

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	11	8	4	16

Remark : DVV has made changes as per the report shared by HEI.

#### 5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
80	42	19	46	28

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	9	6	9	10

Remark : DVV has made changes as per the report shared by HEI.

#### 6.3.3 *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty**

**development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
114	105	25	21	92

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

#### 6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
37	32	30	33	36

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
37	32	30	33	36

Remark : DVV has made changes as per the report shared by HEI.

## 2.Extended Profile Deviations

ID	Extended Questions																								
1.1	<b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b> Answer before DVV Verification : 148 Answer after DVV Verification : 135																								
1.2	<b>Number of teaching staff / full time teachers year wise during the last five years</b>  Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>95</td><td>91</td><td>84</td><td>97</td><td>100</td></tr></table>  Answer After DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>95</td><td>91</td><td>84</td><td>94</td><td>92</td></tr></table>					2022-23	2021-22	2020-21	2019-20	2018-19	95	91	84	97	100	2022-23	2021-22	2020-21	2019-20	2018-19	95	91	84	94	92
2022-23	2021-22	2020-21	2019-20	2018-19																					
95	91	84	97	100																					
2022-23	2021-22	2020-21	2019-20	2018-19																					
95	91	84	94	92																					
2.1	<b>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</b>  Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr></table>					2022-23	2021-22	2020-21	2019-20	2018-19															
2022-23	2021-22	2020-21	2019-20	2018-19																					

326.85	228.50	161.10	316.32	292.96
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Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
277.39	180.62	113.76	262.87	238.56