YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SARADHA GANGADHARAN COLLEGE
• Name of the Head of the institution	Dr. K. UTHAYASURIYAN
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04132280156
• Mobile no	9361678999
• Registered e-mail	sgc_principal@yahoo.co.in
• Alternate e-mail	pa_prl@sgcpdy.com

• Address	**Lake Road, Velrampet,**
• City/Town	**Puducherry**
• State/UT	**Puducherry**
• Pin Code	**605004**
2.Institutional status	
• Affiliated /Constituent	**Yes**
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**Pondicherry University**
• Name of the IQAC Coordinator	**Mr. S.KUMAR**
• Phone No.	**04132359600**
• Alternate phone No.	**04132241212**
• Mobile	**9443913583**
• IQAC e-mail address	**iqac@sgcpdy.com**

• Alternate Email address	**skumar12459@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://sgc.edu.in/assets/docs/aqar19-20.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://sgc.edu.in/assets/docs/academic_calendar.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.75**	**2016**	**05/11/2016**	**04/11/2021**
Cycle 2	**B++**	**2.92**	**2022**	**10/05/2022**	**09/05/2027**

6.Date of Establishment of IQAC	**16/04/2014**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	**3**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**

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

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

Internal Quality Assurance Cell (IQAC) of SGC has contributed significantly for institutionalizing the quality assurance strategies and processes. • SGC strives to educate the graduates through workshops and tutorials, training Sessions, internships and student exchange programmes among the Industry Partners. • Institution membership with CII facilitates an open dialogue, exchange of ideas and collaboration among academia, industry on critical industry issues. • Member companies are also able to fill job openings with these experienced and trained students. • Impact Lecture Series implemented by Institution Innovation Council established in our college aims at planning, channelizing and organizing round the year activities in the areas of innovation, entrepreneurship and IPR have sensitized and motivated students and faculties to pursue innovation and startup during their academics. • Special Programmes have been meticulously organized and conducted on National Days of Importance • Encourage and support students to participate in Student Exchange Program which acts as a gate way for self development and also facilitates an alternate way of learning. • The initiative on E-Learning facility that promotes efficient way of delivering the course since the E-resources are available at all time. Interacting with peers and access to course material is unlimited.

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

Plan of Action	Achievements/Outcomes
Add-on course in collaboration with industry	Students successfully completed Add-on course on Basics of Import and Export offered by Dahny Logistics, Chennai
Motivate staff members to participate in referesher course, Training and FDP programs	During the year faculty members have successfully completed Refresher Course / Faculty Development Program / Govt. sponsored Workshop etc., organized by State / Central Universitie
Pre-Placement training programmees and skill development programme	180 students nearly 40% of the final year students got placed through placement drives and job fair
Industry Academia linkage	Signed MoU with four industries as a support for internship and job opportunities

Academic Calendar prepared with the incorporation of National and International days of importance	Special programmes, lectures and competitions are conducted to students to stress upon the importance of the day as well as Indian culture and knowledge system

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC, SGC	**28/07/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	**30/03/2022**

15.Multidisciplinary / interdisciplinary

SGC is an affiliated college to Pondicherry University,. It has to follow a road map or guidelines prepared and provided by the University both in letter and spirit. As and when University prepares or provides a curriculum to implement the multidisciplinary / interdisciplinary structure of New Education Policy the College will abide by it.

Emphasizing the need to develop effective linkages between educational institutions and industry SGC has initiated MoUs for internship to students so that the students get on-job training while in study. The internship will help to transfer relevant skills to the students.

At present, students of all courses opt for Generic Electives from a wide spectrum of options offered by Departments other than their core courses of study. This enhances their understanding of other disciplines and enriches their learning. In order to give students a wider exposure, college level invited lectures and conferences, seminars, special talks are organized by departments which give students a deeper understanding of other disciplines. In tandem with the

NEP, our faculty is engaged with the University in the framing of syllabi of new interdisciplinary courses as approved by the Academic and Executive council for implementation from the ensuing year.

The College is fully prepared and geared up for offering a complete multidisciplinary and Interdisciplinary experience to its learners. Our college will draft a roadmap for incorporating the features of NEP 2020, by setting up committee to put forth the effort on the following:

1. Identifying the gaps in existing academic system of college and refill gaps as per the objectives of NEP 2020.
2. To explore the likening and demand of regional students in multidisciplinary curriculum & interdisciplinary curriculum.
3. To organize & reform the existing academic system to new one, and bring changes as per the need to set up cross disciplinary approach
4. Multidisciplinary & interdisciplinary curriculum will be implemented by means of add-on and online courses.

Start up of incubation center, technological development center, industry-academia linkages to impart practical training and skill development.

Besides, Strategic Plan has been developed for initiating new disciplines, and keeping pace with the Global initiatives. As apart the same, it is planned to incorporate compulsory self-learning audit courses (one everysemester for the first 2 years of undergraduate course and 1 /semester for PG courses), and involvement of each student in outreach programmes, for successful completion of the course.

The college is already involved in Village adoption, community engagement and service, environmental education and value based education through very active and vibrant NSS, YRC, RRC and ECO club.

16. Academic bank of credits (ABC):

- The institution preparedness in implementation of Academic Bank of Credits depends upon the guidelines of the affiliated university

- SGC shall implement by the curriculum and structure prepared by the affiliating university in this regard.

- The institution is a Local Chapter of the Swayam and NPTEL learning platforms, to enable students enroll for credit earning courses online from National Institutes of repute. By these students will able to earn credits and get the program completed .It shall be also considered for credit transfer and accumulation in this provision.
- Faculties are encouraged to design their own curricular for the conduct of add on course. Faculty members participate in the Board of Studies of their disciplines, and get involved in design of reading materials, assignments, and assessments for various courses.
- Capacity building, Women Empowerment are the Best Practices of the college.

17.Skill development:

The NEP 2020 envisioned for the holistic development of youth with emphasis on raising Gross Enrolment Ratio (GER) but also on skill development as the main factor to make mission 'Self Reliant India' possible.

1. Good practice/s of the institution pertaining to the Skill development in view of NEP 2020: SGC has collaborated with Volontariat a leading NGO to impart skill development among students.
2. Efforts are made by the institution to strengthen the vocational education in alignment with National Skills Qualifications Framework
    - B.VOC courses in Tourism & Hospitality Management, Housekeeping Operations and Management, Retail Management, Graphical Design and Digital Marketing and Health Care Management.
    - Language skills course
    - Environmental science
3. It is planned certificate to conduct certificate courses aiming at vocational education
4. The college has planned to set aside an hour every week for value education, say, emphasizing humanistic, ethical, constitutional and universal values.Audio-Visual and print media are used to transact the same
5. To Design a credit structure to ensure that all students take atleast one vocational course before graduating. The Credit semester structure being followed is as per University guidelines, hence as of now, no credit is earned for completing vocational course, however college ensures that each student completes a course before graduation.
6. Veterans and Alumni, who have mastered various skills are invited to impart vocational skills, so as to bridge the gap between theoretical knowledge acquired from the classes.

7. Capacity building initiatives have beeninitiated which ensuresenrollment, course audition, submission of assignments andcertification for the enrolled students.
8. To take Skill development initiatives for youth in health, pharma, agriculture, electronics, forestry, etc.Playing vital role as HEI, College future plan will be to adapt skill development policy in youths and students of rural areas by carrying out following Path:
   - To explore the vocational courses useful for the local need; 'Vocal for Local'
   - To collaborate with National Skill Development Corporation (NSDC)
   - To involve industry & NGOs and sponsoring agencies to be partners and sponsors of skill-based courses.
9. The college has MoU with four different agencies namely
   - SENX Academy a part of Velli Venture Private Ltd.
   - The Laksh Source Business Solutions Private Limited
   - ASKAN Technologies Pvt., Ltd.,
   - Agastya Academy
10. The Placement Cell of our College also has tie up with different companies for on the Job training, industry training and internship of our students.

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

1. Celebration of rituals and festivals on campus, to bring more knowledge and practice of the rich Indian heritage
2. The college has active Literary Club to enrich the pursuit of Tamil, Hindi, French
3. and English languages to widen the interest among the students for multilingual proficiency
4. Fine Arts Club of the College conduct various programmes to promote / integrate language, art and culture
5. Commemorating National Days of Importance
6. Planned to conduct Reading Week to inculcate reading habits in students
7. Few courses offered as part of Curriculum dealswith the Indian heritage and culture
8. As per the guidelines of Government of India, Ek Bharat Shreshtha Bharat (EBSB) programmes were conducted by our College. This is an initiative to cherish and celebrate the rich cultural heritage of our country
9. The college constantly encourages its faculty to hone their skills in these areas by attending FDP, Refresher courses, seminars and conferences and also by organizing these for the benefit of students / faculties from different institution across India.

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

- Students are informed about OBE right from the admissions and further explained to them during orientation and also by the respective course teachers. Programme and course outcomes for all programmes of all the courses are displayed on college website as well.
- The College has established a robust and credible continuous evaluation and internal assessment system to constantly monitor the progress of all its students including their regularity.
- Based on this assessments the faculty plan their intervention to help the weak students and slow learners so that they can also cope up with the rigor of the curriculum
- Frequent student faculty meetings through our mentoring system not only help align pedagogy to the desired outcomes but also enhances the quality of education being imparted to them
- Field-based learning where the students are taken to the real world life situation to optimize learning is carried out on a regular basis
- Practicum and internships that promote on-site work experience for skills development is encouraged

The objectives set out in the NEP on OBE are Competency, standard, benchmarks, and attainment of targets. In addition to this, the OBE incorporates three elements Theory of education, A systematic structure of education, and a specific approach to instructional practice. SGC is prepared to fulfill the objectives and achieve the target as per the structural curriculum provided by the affiliating university

20.Distance education/online education:

Students are encouraged to take up online courses through our Local Chapter of SWAYAM to augment and enhance their knowledge and skills. College will establish e- learning Centre and develop resources to promote distance learning and online learning for students from interior regions of rural areas.

This institution is preparing to make available e-content material prepared by faculty members to all students through online mode to meet the future challenges

The College has implemented Learning Management System and Student Management System to ensure that our students are provided a completely online teaching learning environment. Faculty can also deliver all their courses in completely online format to students from outside the institution.

The college is carrying out its teaching-learning process in blended mode where continuous monitoring and evaluation is done to ensure that faculty can do timely intervention so that students can understand and get clarificationat once. To carry out this task, the college has

subscribed to Google Suite which includes all Google tools like Google Meet, Jamboard, Google Classroom, Google Calendar amongst others to develop and deliver the entire teaching learning process in an online environment in addition to offline teaching learning environment.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year		13
File Description		**Documents**
Data Template		View File

2.Student

2.1 Number of students during the year		1410
File Description		**Documents**
Institutional Data in Prescribed Format		View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		365
File Description		**Documents**
Data Template		View File

2.3 Number of outgoing/ final year students during the year		486
File Description		**Documents**

Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	87

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	87

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	42
4.2 Total expenditure excluding salary during the year (INR in lakhs)	184.9
4.3 Total number of computers on campus for academic purposes	163

Part B

CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation

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

The college promotes students to be competent, compassionate, confident and creative individuals. The curriculum designed by Pondicherry University is followed which focuses on the contemporary changes and development objectives of the society. The Course Outcomes are outlined in alignment with Program Specific Outcome which ensures the fulfillment of Program Outcome. The academic calendar is aligned with the calendar provided by the University. The delivery of the curriculum is focused on student-centric and experiential learning pedagogy that includes seminars, project work, internship and field trip.Methods like Quizzes, GD, Demonstrations, Debates, PPP are also used for effective implementation of curriculum. Teachers prepare teaching plan and course guide to organize their curriculum delivery.Teachers also participate in syllabus upgradation and restructuring.

The curriculum offers interdisciplinary,multidisciplinary,electivecourses in addition to core subjects.Inductionprogramme is organized to introduce the students to the syllabus, rules and regulations and the schedule of the semesters. Bridge courses are designed for students taking the course for the first time. Add-on courses are designed focusing employability and entrepreneurship development.

Constant upgradation of ICT,Library resources ensure effective teaching-learning process. Feedback from students is taken periodically. Regular meetings are conducted to discuss action plans to ensure effective delivery.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**https://sgc.edu.in/Sgc/e_content_documents**

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

In accordance with the annual calendar of the Pondicherry University, academic calendar of the institution is prepared which contains the dates of internal and external semester examinations, events on co-curricular and extra-curricular activities, end of term and vacation period to guide the teachers and students. It is made available to all stakeholders through our website. The faculty and students adhere to the calendar. It facilitates planned coverage of syllabus.

Time table for the internal tests (theory and practical) is scheduled and informed to the students well in advance for their preparation. If a student is unable to attempt the scheduled

examination, he gets a chance to appear for the re-test. All the examination pertaining activities are executed as per planned schedule. Individual assignments are encouraged to ensure better comprehension of the students.

Co-curricular Activities such as Exhibits, competitions, field visits, guest lectures, industrial visits, etc., placement activities, conferences, add on courses, induction programmes parent teacher meetings are also conducted as stated in the academic calendar.

Extra-curricular Activities like sports and cultural events, Arts Circle activities and competitions, Alumni Meet also have reserved slots in the calendar.

The planned academic activities execution is ensured through rigorous monitoring by the administration.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**Nil**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

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

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

13

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

259

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Values and professional ethics are fostered through Student Induction Program.Academically, Generic Electives, Discipline Specific Electivesof thecurriculum addresses issues related to Sustainability, Gender and Professional Ethics. Besides, socially relevant events & outreach

programmes of various cells and clubsinculcate social, human values, thereby promote holistic development of students.

Issues relevant to Professional Ethics-

1. **Business Ethics**
2. **CSR**
3. **Capacity building and Personality Development Programs**
4. **Research ethics is a part of research and postgraduate programmes**

Issues relevant to Environment and Sustainability –

- **EVS is a compulsory credit course for all U.G. programme where Students get introduced to Ecosystem, Natural Resource Conservation and Management, Biodiversity conservation etc.**
- **Solar Power Generation renewable energy plant is installed to conserve conventional energy sources**
- **Promoting stringent pollution control norms by conducting Green Audit**

Issues relevant to Gender-

- **The Centre for Women organizes programmes which ensure protection of women's rights, inclusiveness and development of women.**

Issues relevant to human values –

- **Community engagement, participation in activities of the Students council, clubs, cultural events, and observing important National and International days help in the percolation of Human Values.**

Donating clothes, food and stationery to orphanages imbibes human values

File Description	Documents
Any additional information	**View File**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**View File**

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**View File**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**View File**

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

138

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**View File**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**https://sgc.edu.in/assets/docs/1.4.2%20FEEDBACK%20REPORT.pdf**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

454

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

444

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

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

The college follows a policy of holistic education catering to students of all sections. Special attention is given to deciphering the different learning abilities of the students. First years are welcomed with a Student Induction programme to get familiar with new environment.

Each department commences the academic programmes with Bridge Courses to assess the performance levels of students. Mentors are assigned to identify the learning levels. Students are categorized as slow learners and advanced learners based on:

i. Attentiveness and involvement in Teaching-Learning process

ii. Performance in Continuous Internal Assessment.

Strategies for Advanced Learners

  ○ Support students to attend the seminars and workshops on advanced topics in the subject and online courses in NPTEL, SWAYAM.
  ○ Industry approved Add-On courses are offered to broaden the knowledge
  ○ Special career guidance is imparted by Campus to Career
  ○ Assigned as Peer tutors
  ○ Encouraged to participate in intercollegiate academic programmes and competitions.
  ○ Interaction with experts in the field and prominent alumnae

Strategies for Slow Learners

  1. Remedial Coaching and constant monitoring by faculty
  2. Individual academic counseling by faculty
  3. Peer tutoring by advanced learners
  4. Provide question bank and study materials

Encouraged to participate in departmental activities

File Description	Documents
Paste link for additional information	**https://sgc.edu.in/assets/docs/Bridge%20course.pdf**
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1410	**87**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The college follows student centric learning method where students equally participate in the learning process. Departments devise ways and means of incorporating Total Participation Techniques (TPT) for the subject. These include: projects, field visits, seminars, invited-lectures, visit to research institution, project presentations, assignments, internships, exhibitions, fests, debates, case studies, role plays, hands on training, etc. The curricular aspects are enhanced by the involvement of the students in the activities of various clubs by engaging them in interdisciplinary programmes and give an edge in cross cutting issues like environmental studies, gender studies and human rights issues.

Experiential Learning

- **Field Visits**
- **Project works**
- **Internship**

Participative Learning

- **Mentor-Mentee, Peer Assessment, student Teacher programme**
- **Quiz programmes**
- **Group discussions, debates, case studies, seminars, presentations**
- **Participation in webinars, online workshops**

Problems solving methodologies

1. **Certificate courses on Technical Subjects, etc**

Involvement in community oriented activities

File Description	Documents
Upload any additional information	**View File**
Link for additional information	**Nil**

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

Students of modern times should graduate themselves not only with subject knowledge but also skills like creativity, critical thinking, communication and collaboration to compete with rapid spread of digital technologies. ICT enabled tools equips the teaching-learning process with technology and internet.

Our college employs student-centric teaching-learning pedagogy, incorporating the strategic use of digital technologies to deliver lectures, and presentations. Teachers are encouraged to attend FDPs and trainings related to ICT tools of their subject. We adopt a blended method where students attend regular classes and additional materials for self-learning and assessment are given through LMS. The College website has a section for e-resources where teachers upload course guide as per the pattern of a course. These resources can be accessed by the students from the comfort of their homes. It ensures continuous learning for them.

The campus, departments, library and all the working space have high-speed WiFi and networked computers. College is a local chapter of NPTEL and in addition Smart classrooms, access to NLIST and software facilitatessmooth and hassle-free teaching-learning.The tools used by the teachers include:

Moodle : LMS

Google: The college has its own G-Suite account and Classroom, Meet, YouTube, Forms and Jamboard are used.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**View File**

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

2.3.3.1 - Number of mentors

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**View File**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

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

87

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**View File**

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

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

38

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	**View File**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed

academic year)

2.4.3.1 - Total experience of full-time teachers
8

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

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

The departments ensure timely conduct of the tests, submission of assignments and presentation of seminars in each semester. The IA marks comprise the marks for classroom participation, assignments, seminars and internal tests. The mentors maintain the record of the progression of each semester. The internal marks are displayed on the notice boards for verification, prior to submission to the University.

At the Orientation Programme: At the commencement of new batch, the modus operandi of the internal exams is explained in detail to the students.

Internal Exams: The timetable for the internal exams is drawn up by the Department. The question papers are framed to evaluate the outcomes of the course.The valued papers are returned to the students.

Assignments and Seminars: Topics for assignments and seminars are suggested in linewith recent trends.

PTA meetings: Each department organizes PTA periodically to discuss the performance of the students.

Grievances related to marks scored in tests, seminars and assignments:Grievances brought to the notice of mentorare resolved immediately in consultation with the teacher concerned, with measures like revaluation and retests.

Grievances related to attendance marks:

Attendance shortage due to participation in various co-curricular and extra-curricular activitiesis resolved after discussion.

File Description	Documents
Any additional information	**View File**
Link for additional information	**Nil**

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

The college strictly follows the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

The College has devised an efficient mechanism to deal with internal examination related grievances which is transparent and rectification of grievances is time bound. There are two type of Examinations in the college viz., internal examination organized by the college and end semester examination organized by the university.

Clarification in the answer script,discrepancy in question paper, mark allocation is addressed and rectified by the teacher concerned.All such representations are taken positively and are reassessed. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason.The internal marks are displayed on the notice board.Internal Assessment marks are entered in the University web portal on time.

Grievances related to evaluation of university answer scripts, other grievances related to university exams are addressed immediately through Nodal Officer. University decision or information after resolving the grievances/correction is intimated immediately to the students

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes, Program Specific Outcomes and Course Outcomes for all the programmes offered by the institution are stated and displayed on the college website and are communicated to teachers and students. Communication to the teachers:

IQAC organizes Induction program for newly appointed faculty and all faculties are encouraged to attend FDPs/ workshops related to OBE.The need for strictly following OBE is conveyed to faculties and question papers for internal exam are prepared systematically.

Communication to the Students:

POs, PSOs and COs are well displayed on the website.

POs, PSOs and COs are displayed on the Department Notice Boards.

Programme outcomes are explained to the fresh students in the orientation meeting.

During the tutorial hour tutors give an orientation on Outcome based education.

During the beginning of each semester respective teachers of each course will explain the pattern of questions, assignments etc which will measure course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://sgc.edu.in/assets/docs/Programme%20and%20course%20outcome%20consolidated.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and communicated to the students. After measuring attainment of POs , PSOs and COs, it has been observed that the pass percentage of the students and students' progression to the higher studies seems to be increasing consistently. The ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs. Feedback from all the stakeholders is evaluated for suggestions.

The course outcomes are measured through completion of syllabus, continuous internal assessment, setting up of question paper, evaluation, and result.

Completionof courses in time is ensured and in some cases extra classes are conducted for the average students. Compulsory attendance is adhered to ensure students participation in classroom and for writing examination.

Attainment of the Programme Specific Outcomes

The programme specific outcomes are measured by taking the aggregate result of all courses of a programme of astudent, and the average performance of all the students ofthe programme.

Attainment of the Programme Outcomes

The attainment of programme outcomes is measured through students' progress to higher studies and students' placement in companies and institutions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

488

File Description	Documents

Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://sgc.edu.in/assets/docs/2.7.1%20Student%20Satisfaction%20Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

96000

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**View File**
List of endowments / projects with details of grants(Data Template)	**View File**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents

Any additional information	**No File Uploaded**
Institutional data in prescribed format	**View File**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**https://nehrucolleges.net/**

3.2 - Innovation Ecosystem

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

The institution has developed an innovative ecosystemthrough SaradhaGangadharan Research Fund (SGRF)forsupporting innovative ideas amongst students and facultymembers. The research forumreiterates the institution's interest in innovativeeducation and in generating research thinking. It createsnew platforms that enable research aspirants to pursue their interest effectively.

The annual performance appraisal system encourages faculty to enhance their skills to the desired level of promotion.

The initiatives of the institution are:

1. Promoting Innovation: The College has created an Entrepreneurship Development Cell (EDC), Institutional Innovation Council (IIC) and NISP for promoting innovation & entrepreneurship activitiesas per the guidelines of MHRD

2. DMS - helped our students to develop necessary skills & develop innovative projects in various domains

3. Four faculty members were granted funds through External Funding Agency undergoing research projects.

4. The College has signed MOUs with industries to promote real-time project development and undertake internship.

5. Faculty members are provided with financial support to undergo professional development programmes, organize and participate in Conferences, Seminars and Workshops.

6. The staffare encouraged to enhance their qualifications and pursue PhD programs.

7. Cultural and literary association water and feed the innovative ideas of students

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

File Description	Documents
Report of the event	**View File**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**View File**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

23

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities are an integral facet of the educational process at SGC. Students become aware of social reality, challenging issues and the need for inclusiveness of the underprivileged sections. The focus of SGC is on Education, Environment, Health & Safety, and Women Empowerment. The students engage in activities that bolsters their relationship with society and maintain a humanitarian zeal that adds significance to their role in nation building.A number of extension programmes are meticulously planned and executed by theDepartments, NSS, YRC, RRC, Rotaract and Women Cell to motivate students with the basic skills necessary for becoming leaders. The intention is to learn through practice the principles of peaceful co-existence, consideration, tolerance and service.

The programmes include awareness, involvement and engagement.These are organised incollaboration with govt. and non- governmental agencies and areoriented towards achieving a better insight into restructuringof society from the grass-root level.

To promote Institutional Social Responsibility (ISR) the college has adopted 2 villages. SGC has facilitated teaching, learning and community enriching activities for the marginalized group.

Loud reading of the Preamble of the Constitution on Constitution Day, campaigns for registration as voters have adequately sensitized the students about the constitutional values.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	**View File**

e-copy of the award letters	**View File**

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

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

59

File Description	Documents
Reports of the event organized	**View File**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	**View File**

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

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

1652

File Description	Documents
Report of the event	**View File**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.5 - Collaboration

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

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

2	

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**View File**

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

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

10	

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**View File**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**View File**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

A well maintained lush green campus ensuring adequate availability and optimal utilization of infrastructure for achieving academic excellence.

The facilities are:

  1. 41 spacious, well-ventilated class rooms with required amenities.
  2. Smart classrooms with ICT enabled learning resources.

3. Conference hall: Fully equipped acoustically designed PLUG and PLAY facility to give enriching learning experience for stage holders during guest lectures, seminars, and workshops with a seating capacity of 250.
4. Three well equipped Computer Science labs with audio-video facility, Physics lab, Chemistry lab, Microprocessor lab to facilitate UG and PGpractical sessions
5. Research lab to enhance research
6. Frequent updates in IT facilities including Wi-Fi
7. Computers are connected with LAN , supported by firewall facility
8. Well stocked Central Library
9. Well-maintained Herbal garden
10. Washrooms, Learning Centre,Incinerators, waste bins,Waterpurifiers, Board room
11. Reprographic facility
12. Staff rooms, Ramps, disabled-friendlybathroom, Generators, FireExtinguishers, Canteen
13. Rainwater harvesting , Solarpower generators,Vermicompost pit
14. Well maintained Sports ground
15. Open Air Auditorium
16. CCTVSurveillance facility to enhance security.
17. Health Clinic
18. Local Chapter of NPTEL
19. NSS, Rotaract, YRC, RRC
20. Separate parking blocks for staff,students and visitors.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	Nil

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

The College, with its compulsory Core Courses and the continuous evaluation scheme,integrates sports and extra-curricular activities as essential components.

SPORTS FACILITIES: College encourages sports activities.It has adequate facilities for sports, games and cultural activities. The total area of sportsand games fields is 6 acres with provision for multiplegames and events. It provides indoor games and outdoor games. Some of the popular outdoor games and events are: Athletics,Kho-Kho, Cricket, Badminton, Table-tennis, Football, Hockey, Volleyball, and Basketball. Facilities for indoor games are also available.

Physical Fitness: Fitness center cum gymnasium with TreadmillEquipment

Games and sports competitions are organized regularly everyyear. Students are specially trained for participation in Zonal and Inter-Zonal ,National Youth Festivals competitions and other cultural and sports events outside thecampus. Our students have excelled by winning prizes and awards.

Cultural Programs: Cultural activities in the college are planned by the cultural committee. This committee organizes many cultural programs including literacy events. Achievement in International, National, State and inter-collegiate meet is remarkable

Open Air Auditorium:Spacious with the seating capacity of 1500

Yoga Centre

Programmes on improving the mind power is organized

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

11

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

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

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

42.55

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**View File**
Upload Details of budget allocation, excluding salary during the year (Data Template	**View File**

4.2 - Library as a Learning Resource

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

The library is a leading information resource center and a warehouse of books, journals, magazines, newspapers, and e-resources for staff and students. The library is automated with library management software. The housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins,etc are done through the software. The Books are classified according to Dewey decimal classification.

OPAC (Online public access catalogue) service is provided where the users can search the collection of books. The books are bar coded and the users are given unique barcode ID. The library has access to N-List which is a part of e-shodhsindhu consortium of INFLIBNET, where the users are access, browse and download e books, e journals, databases, etc.

User orientation is provided at the beginning of the year regarding the facilities, services and resources available in the library. The library provides reprographic service and internet service.

Total Resources:-

Total No. of Books: 11307

Reference Books: 454

Journals & Periodicals: 16

Dailies: 8

Back Volumes of Journals: 220

The library also houses Encyclopedia Britannica, Year Books, Atlases and project reports on various subjects.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

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

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

4.60

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**View File**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**View File**

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

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

20

File Description	Documents

Any additional information	No File Uploaded
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

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

SGC continuously strives to provide state-of-the-art technologies and update its ICT facilities to ensure efficient functioning. The departments are provided with system and other related accessories. All teaching staff member use ICT in the classrooms and laboratories, whenever needed. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities.

Open access of Wi-Fi connectivity exists throughout the campus.There are three broadband internet connections with 10 Mbps, 20Mbps and 100 Mbpshigh-speed Internet access, making the campus, departments,library, and all the working space a high-speed Wi-Fi zone.

The college has a comprehensive IT policy to facilitate teaching, evaluation, research, and administration of the college.

TheNetwork Resource Center of the college has 197 networked computerswith an internet facility that is regularly used by the studentsfor academic and extracurricular purposes. All the workstations are secured with anti-virus, supported by firewall facility to block unnecessary content, monitor and track the browsing activities.Lab systems are provided with power backup by UPS facility.

G Suiteaccount allowsmaximum participation of 250 members at a time. You Tube streaming are enabled by sharing the link tothe participants.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	Nil

4.3.2 - Number of Computers

209

File Description	Documents
Upload any additional information	**View File**
List of Computers	**View File**

4.3.3 - Bandwidth of internet connection in the Institution	A. ≥ 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 - Maintenance of Campus Infrastructure

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

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

10.38

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**View File**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**View File**

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

The college concedes top priority in maintaining anddevelopinginfrastructure compatible with academic pursuits.The College has a well-defined policy & system for the maintenance and utilizationof all its facilities.

Classroom management:

Stock list of assets of Class room property, cleaning and maintenance are done regularly.Properreporting system about repairs and replacements are the basic attributes of classroommanagement.

Laboratory

Periodic maintenance of computers, UPS, Software and LCDs are done by lab assistants& technicians.

1. Fire extinguishers installed helpto assure protective measures to minimize the causalities.

2. General Instructions to students regarding the safe and secure usage while in laboratory are displayed in each lab.

Library

Library maintenance is carried out by the library team to ensure good condition of books, regular book binding, and removal of old books.

Sports

Director of Physical Education and support staff looks after maintaining the sports ground and sports equipment.

Computers

Annual maintenancecontracts for computers, copier machines, software is in place

Website ismaintained and updated with the help of external professionals.

Building Maintenance:

Repairs and expansion of college infrastructure work is supervised by the College Council.

House Keeping & Gardening

Overall maintenance of the campus is done periodically

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

120

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

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

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

123

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

2

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

175

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

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

B. Any 3 of the above

File Description	Documents

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**View File**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**View File**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

221

File Description	Documents
Self-attested list of students placed	**View File**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**View File**

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

5.2.2.1 - Number of outgoing student progression to higher education

127

File Description	Documents
Upload supporting data for student/alumni	**View File**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**View File**

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

10

File Description	Documents
e-copies of award letters and certificates	**View File**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**View File**

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

Students have active representation on academic and administrative bodies and committees of the Institute. The students' council actively takes part in various activities with the following objectives:

- To develop cordial relations among the students, teachers,principal and non-teaching staff members.
- To stimulate the functioning of various committees.
- Participationof the institution at intra and University level.
- To act as a catalyst for the noble cause of nation building byworking together
- To inculcate brotherhood.
- Students of the institution play important role in variouscommittees such as anti-raggingcommittee, IQAC, magazine committee, Student Advisory Committee etc

The NSS& YRC unit of the college is energetic in organizing diverse activities. Annual camps are held where students get practical exposure to community development projects.The volunteers provide a continual service to the society. A number of awareness programs are organized to enable students as peer educators.

The institute organizes gender sensitization programs to inculcate the sense of equity and freedom among staff and students.The academic and administrative atmosphere of the Institution has always been peaceful and therefore there has never been a single event of agitation by the students in the history of the Institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

121

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year	View File

(organized by the institution/other institutions (Data Template)

5.4 - Alumni Engagement

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

The Alumni Association provides an interface for establishing a strong bond between the institution and its alumni to share details of growth, achievements and progress in various fields. The alumnae are an important part of the feedback system for the development and improvement of the college.

A separate webpage for alumni is created for which there is good response from the alumni.Our Alumni Association has 507 enrolled alumni for year. The total fund collected so far from the members is Rs50700/-.

Alumni of SGC are invited as resource persons at various events. They provide inputs and share their experiences, application of knowledge and corporate working culture.

Alumni are working in organizations at various capacities. They keep the faculties and the placement officer abreast about the available job opportunities and training programs.

Alumni come to campus as recruiters for their companies and also recommend to their employers for campus placements.

At SGC we have a tradition of inviting alumni for Annual Alumni Meet. In this meet the alumni get chance to reconnect with the Alma mater and old friends. This is the best platform for networking and sharing new trends and current happenings in the corporate world.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents

Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The formal and informal arrangements to co-ordinate the academic and administrative planning and implementation reflects the institutions efforts in achieving its vision. The hierarchical structure ensures decentralized and participatory governance.

The empowered team of the college involves Principal, IQAC, Teaching-staff, convener of different committees, non-teaching and supporting staff, student's council, student representative, alumni and other stake holders.

Academic performance is evaluated by conducting meetings with HoD's and faculty members.

Students participation is ensured in the governance through due representation in various cells and committees. The Student Council acts as an interface between the administration and the students in curricular and extracurricular endeavors.

E-governance is incorporated in areas of administration, accounts, student admission, support services, and examination.

Training programmes are conducted to enhance professional competencies of the teaching and non-teaching staff. The College organizes seminars, workshops, conferences, inter-collegiate and inter-departmental competitions.

Students' grievances are represented in appropriate forum and resolved through suitable measures. Suggestion Boxes are available for the students to express their grievances anonymously.

A multi-layered feedback system is adopted to evaluate teaching and learning pedagogy and curriculum design.

The transparent and dynamic decision making, policy framing, knowledge sharing, feedback appraisals and action implementations enhances the governance of the College.

File Description	Documents

Paste link for additional information	**https://sgc.edu.in/sgc/vision_mission**
Upload any additional information	**View File**

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

Decentralization The organizational structure of the College involves leadership at several levels. Decentralization has been highly effective in taking and implementing decisions. The Institute promotes decentralization in academic and co-curricular activities involving staff members and students.Participative Management

The Governing Body of the college has faculty representatives with the Principal as Ex -officio member. At the institutional and department levels, frequent meetings are conducted involving faculty members, heads of the departments and office bearers of various committees, for effective implementation of policies and plans.

Besides IQAC, the following important committees consist of staff and students' representatives facilitating the decentralisation process and participative management.

Anti Ragging

The committee ensures that the campus is free from ragging.

Fine Arts Club

The committee takes the responsibility of organizing various cultural activities and competitions on different occasions.

NSS The college has an active NSS unit which aims at developing student personality through community service.

Counseling & Career Guidance

The cell strives to improve teacher student relationship and provide confidence to improve their quality of life.

EDC Cell This motivates students to become entrepreneurs by organising lectures/workshops to guide the student entrepreneurs.

Student Council The council consists of student representatives as members from all the departments.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Since its inception, strategies are formulated and implementedwith a focus to developfuturistic projects envisaged at each department.

The activities are planned in the beginning of every academic year. Development Plan interms of infrastructure, faculty strength, faculty achievement, students' development and achievement, is finalized by the HODs which is then discussed in the meeting followed by approvalfrom the management.

Salient features of the strategic plan :

- **Developing Multidisciplinary innovation ecosystem, leading to project based learning for students.**
- **Publishing paper in reputed journals by faculty and students**
- **Sponsoring faculty members &students to National/International events**
- **Participation in Conferences**
- **Sign MoU with industry for training and interaction**
- **Organize Workshops/special Lecture/ Training for Faculty& Non-Teaching staff/ Conferences**
- **Industrial and Field Visits**
- **Alumni interaction**

The Implementation of these plans has yielded:

- **Number of papers published in reputed Journals have increased manifold and student involvement has also improved**
- **More students from the socially deprived section of society were provided with merit cum means scholarships**

- **Regular interaction with alumni helped students to decide on their future course of education and profession**
- **Faculty members pursuing doctoral program have increased**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**https://sgc.edu.in/sgc/naac_cycle_II**
Upload any additional information	**No File Uploaded**

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

The college has a well-structured administrative and academic setup to consistently improve the quality and standard of education to achieve excellence. The organogram of the College ensures that academic and administration functions efficiently through the departments and various committees.

Institutional developmental proposals are placedbefore the Governing body anddecisions are taken afterdiscussion among the members.

The overall planning and development of the institution is done by the Board of Management presided by the Chairman and executed under the direction of Vice Chairman.

The Principal,as the academic head, ensures the proper conduct of academic, research and extension activities. The executive leadership is shared with all the HoD's.

The Grievance Redressal Mechanism including Sexual Harassment Cell; the Anti-Ragging Committee; a Grievance Redressal Cell with complaint boxes prominently placed and the full implementation of the Right to Information is in place.

Committees are formed for academic, administrative, co-curricular, sports and extension activities. The faculty takes a role of co-ordinator and co-coordinator which enhances their leadership qualities and skills. The power delegation and decentralization of authority enrich the effective and efficient functioning of the institution in all its spheres of planning, decision-making and implementation.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**https://sgc.edu.in/sgc/naac_cycle_II**
Upload any additional information	**View File**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**View File**
Screen shots of user inter faces	**View File**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

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

The management ensures wellness of its staff members and enables them to optimize their potential. Welfare measures taken towards the staff reflects on the output and seamless contribution towards the growth of the institution.

- **Staff members are granted with statutory leave facilities**
- **Employees Provident Fund as per PFrules.**
- **Encourage faculties to attend and present research papers in conferences and workshops.**
- **Preference to children of staff for admission**
- **Educational assistance to children of non-teaching staff**
- **Fees concession for wards of employees**
- **Interest free loans to staff members**
- **Institute scholarships on basis of merit, merit-cum-means for the underprivileged apart from the Government schemes**
- **Research Incentive Scheme for quality research publications.**
- **25% fee concession for students continuing their higher education in our institution.**

- Encourage to get enrolled for Ph.D. program.
  - Trainingprogramme for Non-Teaching staff
  - Free Wi-Fi and email using the institutional domain
  - Canteen facility
  - Celebration of National days of importance
  - Health clinic&Health insurance
  - Transport at reasonable cost
  - Automation of attendance using biometric system
  - 24 hour power back-up through solar power plants
  - Sports facilities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

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

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

12

File Description	Documents
Upload any additional information	**View File**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**View File**

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

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

1

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

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

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

14

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

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

The performance of each employee is assessed annually after completion of one year of service.

Teaching Staff:

The institute has an appraisal system that documents teaching, learning and evaluation activities, co-curricular, extension, social and professional development activities, research, academic contributions and administrative responsibilities. A well-formulated draft of the performance

appraisal form is filled by theteaching staff and submitted to the principal through Heads of the Departmentevery year. The report is alsoendorsed by the Management.

Non-Teaching Staff

All non-teaching staff are assessed through annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents (in case of Ministerial Staff) and technical abilities (in case of labs).

The Annual Performance Appraisal System has significantly helped in the evaluation of the performance of staff members in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The college has internal and external audit mechanism.The timely checks arecarried out by the accounts department of the college and anexternal auditor (Chartered Accountant). The receipts, vouchersetc. are properly maintained. The stock/ledger books are keptupdated.. The income, expenditure process is properly monitored by thePrincipal and the Management.

Audit /Verification is carried out for the following:

  - All cash bank receipts and payments.
  - TDS applicability
  - All bank accounts
  - Salary payments
  - Admission, cancellation cases and its refund.

   ◦ **Miscellaneous and other income and receipts**

The internal audit was carried out by M/s..Vaitinadane& Co, Chartered Accountants, Puducherry – for the session 2021 – 22.

Internal Audit

Internal audit is conducted half yearly by the internal auditors of the institution. They thoroughly verify the income and expenditure details and the report of internal audit are submitted to the management through Principal.

The Annual Accounts are audited at the end of financial year. A systematicexamination and evaluation of accounts, documents, books andvouchers is included in the verification process.

The audited statement is duly signed by the authorities of the management and chartered accountant.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

The college being a self-financing college, the funds are self-generated.Everyyear the management plans the budget based on the funds available.

Mobilization of Funds

The college generates funds through:

1. Student Tuition fee a major source of income
2. Annual membership of Library
3. Government and non-government agencies sponsor events like seminars and workshops.
4. Funds from State NSS Cell
5. Alumni contribution
6. Sponsorships sought from individuals and corporate for culturals and fests.

Utilization of Funds

The Principal along with the accounts department ensure that the expenditure lies within the budget. The institutional budget includes Capital Expenditure and Recurring Expenses

Capital Expenditure

- Mandatory deposits, annual fee of statutory bodies/university
- Infrastructure up gradation
- Campus Expansion
- ICT developments
- Purchase of Furniture and Equipment
- Other development Expenses

Recurring Expenses

- Salary &welfare measures
- Merit cum means and sportsscholarship
- Library Books
- Payment for resource persons
- Conducting conference/workshops
- Seed funding for minor research projects

- **Incentives for research publications**
- **Sports and cultural events**
- **Electricity ,Telephone &Internet expenses**
- **Printing, stationary & advertisement**
- **Maintenance costs**
- **Observing days of national significance**

Organizing extension activities

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

AAA Audit

IQAC periodically conducts Academic and Administrative Audits and follow up proceduresIQAC submits Annual Quality Assurance Report as per the guidelines and parameters of NAAC.

ISO Certification

IQAC led the efforts to acquire the ISO Certifications in the last three years. IQAC planned, organized and executed the necessary steps that included the preparation of detailed quality manuals, identification of key performance indicators and mapping the various processes which led to the award of the ISO 9001:2015 certification.

Extension Activities

IQAC encourages various extension committees to organize awareness campsand service oriented activities. IQAC facilitates learner centric environment by adopting the required knowledge and technology for participatory teaching learning process.

Implementation of Green practices in the campus:

IQAC has proposed to initiate various green practices to maintain eco-friendly college campus through its activities i.e. Tree Plantation, Plastic Eradication, Clean and Green Campus etc.,.

IQAC persistently strives to bring an effective, cohesive and mutually beneficial networking between the members of the alumni, to improve the teaching-learning process, expanding the scope of the library, skill development courses, arranging for industrial visit, assisting in placements and career consultations.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

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

The IQAC has contributed towardsinstitutionalizing the quality assurance strategies and developed various processes :

- Promote industrial involvement by organizing industrial visits, workshops, Internship , MOUs, etc.
- Support adopting Outcome-Based Learning.
- Introduces soft skill classes for students to enhance personality & employability.
- Participation of college in NIRF, ARIIA, NBA, AISHE, and other quality audits
- Establishment of Institute Innovation Council (IIC) under MHRD.
- Establishing Centre for Research to promote Research activities.
- Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc.
- Establishment of feedback from stakeholders.
- Enhance the use of ICT tools to strengthen the teaching-learning process.
- Effective implementation of Mentor-mentee process.
- Submit the Annual Quality Assurance Report (AQAR) to NAAC.
- Best efforts to make the campus ragging-free.
-

The standard academic practices are:-

- Preparation of Academic Calendar
- Preparation of Teaching Plan and Monitoring

- **Academic Time-Table**
- **Implementation of the Academic Activities**
- **Transparent and effective assessment process**
- **Conducting Practical and Theory Examinations**
- **Remedial Classes**
- **Performance Appraisal**
- **Feedback Analysis**

Outcomes:

- **Effective functioning of the administration & academic activities**
- **Completion of syllabus in scheduled time**
- **Evaluation of student progress and support**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

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

File Description	Documents
Paste web link of Annual reports of Institution	**https://sgc.edu.in/assets/docs/ARI-C-6576-Report.pdf**
Upload e-copies of the accreditations and certifications	**View File**
Upload any additional information	**View File**

Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

SGC is a co-educational institute. The institute maintains the gender equity by ensuring a fair and impartial treatment with students. All the students get equal opportunities in all the activities of the institute.

Keeping in mind the special hygiene needs of girls and female staff, a sanitary napkin vending machine is made available.

Our institute is ensuring equal concern for girls and boys in the institution in all curricular, co-curricular and extracurricular activities.

For promoting gender equity:

- The Institute provides CCTV surveillance throughout the campus for safety and security
- Safety of girls is taken care through verification of Identity cards at the gate
- Sexual Harassment and Prevention Cell is formed to address the complaints filed by the Girl students
- The institute arranges medical camps for students every year
- Security Awareness Training Programs conducted by Women Cell
- Health centre facility with a qualified physician is available in the campus

File Description	Documents
Annual gender sensitization action plan	**https://sgc.edu.in/sgc/aqar_2021_2022**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**https://sgc.edu.in/sgc/aqar_2021_2022**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar	B. Any 3 of the above

energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	**No File Uploaded**

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

All waste is managed by sanitary workers allotted for different blocks in the campus. Colored dustbins are placed at different locations for easy and quick segregation of wastes. The biodegradable waste collected from the green bins is dumped in a vermincompost pit for generating organic fertilizer.

The non-biodegradable waste collected in the red bin is disposed to the corporation. The NSS and Eco-Club of the college initiate awareness programmes on green coverage, environmental conversation, ecosystems, clean and green campus through programmes.

Liquid Waste Management

The liquid waste generated is channelized through well organized systems. The rain water from the roof tops of the building are collected and stored in the appropriate rain water tanks through pipelines for utility purpose. The filter units are cleaned and the waste generated through the RO Plants are collected in the water tanks and used for gardening.

E-Waste Management

E-waste generated by computer accessories are disposed at regular intervals.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**View File**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**View File**
Certification by the auditing agency	**View File**
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

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

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

The institute is proactively taking efforts in providing an inclusive environment. The college has additionally adopted a village for socio economic development. The following activities are organized in the adopted village to sensitize the village about cleanliness, hygiene and environment protection.

Activities are:

- Swachha Bharat Abhiyan
- Tree Plantation
- Socio-Economic Survey
- Awareness program on voters right and road safety

To develop the emotional and religious feelings among the students and the faculty, commemorative days like International Women's day, International Yoga day,Teacher's day, Harvest Festival, Dasara etc are celebrated in the campus for not only recreation but also to generate the feeling of oneness and social harmony.

The Gender Equality strategy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member is aware of the care to be shown to the differently abled people. By providing a barrier-free environment and technological assistance, the college takes continuous efforts to make the differently-abled feel included in every part of the activity of the college

Cultural programmes organized and conducted by Fine Arts Club exhibits the students' talent and also promotes cultural values and unity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**No File Uploaded**

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

SGC sensitizes the students to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enable them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, swachh bharat, etc. involving students. Code of conduct is prepared for students and staff .The curriculum includes mandatory courses like Public

Administration as a small step to inculcate constitutional obligations among the students. During the year 2021-22 programmes had been organized on account of commemorating:

1. Independence Day
2. Human Rights Day
3. National Voters day
4. Republic Day
5. Voters Awareness
6. Special talk on Consumer Rights
7. Vigilance awareness week Vigilance
8. National Unity Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**https://sgc.edu.in/assets/docs/Sensitization%20of%20Students%20and%20Employees.pdf**
Any other relevant information	**Nil**

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

File Description	Documents
Code of ethics policy document	**View File**

Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**View File**
Any other relevant information	**No File Uploaded**

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

Institute celebrates special national, international days, Jayanti and festivals. The departments and NSS unit celebrate days to their discipline concerned.

- **National festivals like Independence Day and Republic Day are celebrated with ceremonial flag hosting and parade by NSS unit.**
- **SardarVallabhai Patel's birthday is celebrated as National Unity Day. National integration activities Unity Pledge are organized to honour the 'Iron Man of India'.**
- **Teacher's day is organized by the students to felicitate their teachers.**
- **Ayuda pooja celebrations take place every year.**
- **Pongal being a festival of tamilian cultural is celebrated to show oneness**
- **International women's day is celebrated to promote genders equity in our society.**
- **In addition to this youth day. yoga day, AIDS awareness, blood donation, election day are some more which brings the oneness of the institution**
- **National Voter's Day On 25th January**
- **NSS day, institute strives to spread awareness about the importance of elections and the role of citizens as voters.**
- **Hindi Diwas Our Hindi Department celebrates Hindi Diwas on 14th September to commemorate the adoption of Hindi as an official language of India by the Constituent Assembly.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	**View File**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice

Knowledge Enhancement through E-Learning and Teaching Pedagogy

2. Objectives of the Practice

Enrichment of students' knowledge through e-learning. To motivate faculty to utilize e-learning resources and to take the role of resource person.

3. The Context

Through E-Learning students explore beyond the realms of the prescribed syllabus. Digital platforms facilitates faculty to showcase their expertise. Faculty members invited as resource persons augmented their knowledge.

4. The Practice

To promote online learning Local Chapter for SWAYAM was started from July 2021. Faculty and students are encouraged to register to enrich the knowledge. Faculty members are insisted to upload e-content related to the subject. Faculty are instructed to act as resource person to strengthen their learning and delivery skills.

5. Evidence of Success

In the SWAYAM portal 472 and 34 students registered for July –Dec 2021 and Jan –April 2022 respectively and accessed e content for the knowledge enhancement. 23 students successfully completed the course. Around 40 e-contents were shared among students for their better comprehension of the concepts. Many Faculty were invited as resource person and contributed to the welfare of the participants and honed their essential instructing and presenting skills.

6. Problems Encountered and Resources Required

The major issue of the e- learning and teaching pedagogy is the lack of physical interaction. The Students may be provided with financial support /incentive to appear for the online exams.

File Description	Documents

Best practices in the Institutional website	https://sgc.edu.in/assets/docs/Best%20Practices%20-%20E-Learning%20&%20Life%20Saving%20Service.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

SGC is aware of its duty to educate the youth on the importance of conserving the environment. The College believes in teaching through practice and attempts to set an example for the students by adopting green initiatives. It has taken steps to become an environmentally conscious space and regulate its demand of limited natural resources.

To inspire all stakeholders, SGC has initiated the following practices :

• Solar energy: 30 KVA rooftop solar panels acts as an alternate source of electricity. There has been a decline in the total electricity consumption after the installation of solar panels.

• Rainwater harvesting: Rain water from roof tops of the building are collected and stored in the appropriate rain water tanks through pipelines for utility purpose.

• Vermi-composting: Vermi-compost pits has been successfully installed on campus for generating organic fertilizer

• Herbal garden: Expansion of the already green campus by having a herbal garden

• waste management: Colored dustbins for easy and quick segregation of wastes. E-wastes are disposed at regular intervals

• Use of LED :Reduces frequent replacements of lights. This results in using fewer lights

Green initiatives are also promoted as an outreach activity by SGC volunteers

File Description	Documents
Appropriate web in the Institutional website	**View File**

| Any other relevant information | **No File Uploaded** |

7.3.2 - Plan of action for the next academic year

Plan of action for the academic year 2022-2023 is as follows

Get 12B status

Start NCC unit

Promote research projects funded by government agencies

Organize FDP and Workshop

Organize Sports Competition at (State and National)

Initiate steps to implement National Education Policy 2020