# YEARLY STATUS REPORT - 2022-2023

## Part A

## Data of the Institution

**1.Name of the Institution**
Sengamala Thayaar Educational Trust Women's College(Autonomous)

- Name of the Head of the institution
Dr.S.Amudha

- Designation
Principal

- Does the institution function from its own campus?
Yes

- Phone No. of the Principal
04367255423

- Alternate phone No.
9942083056

- Mobile No. (Principal)
9942083056

- Registered e-mail ID (Principal)
principalstet@gmail.com

- Address
Main Road, Sundarakkottai

- City/Town
Mannargudi

- State/UT
Tamilnadu

- Pin Code
614016

**2.Institutional status**

- Autonomous Status (Provide the date of conferment of Autonomy)
30/09/2020

- Type of Institution
Women

- Location
Rural

- Financial Status **Self-financing**


- Name of the IQAC Co-ordinator/Director **Dr.G.VIJAYALAKSHMI**

- Phone No. **9884726067**

- Mobile No: **9884726067**

- IQAC e-mail ID **stetiqac@gmail.com**

**3.Website address (Web link of the AQAR (Previous Academic Year)** https://stet.edu.in/jociqav/2024/01/AQAR-2021-2022.pdf

**4.Was the Academic Calendar prepared for that year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://stet.edu.in/jociqav/2022/12/Hand-book-2022-2023.pdf

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|-------|-------|------|-----------------------|---------------|-------------|
| Cycle 1 | A | 2.98 | 2021 | 20/03/2015 | 20/03/2020 |
| Cycle 2 | B++ | 2.98 | 2021 | 02/02/2021 | 01/02/2026 |

**6.Date of Establishment of IQAC** **20/06/2011**

**7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?**

| Institution/ Department/Faculty/School | Scheme | Funding Agency | Year of Award with Duration | Amount |
|-----------------------------------------|--------|----------------|-----------------------------|--------|
| NIL | NIL | NIL | Nil | NIL |

**8.Provide details regarding the composition of the IQAC:**

- Upload the latest notification regarding the composition of the IQAC by the HEI   View File


**9.No. of IQAC meetings held during the year** **10**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

**10.Did IQAC receive funding from any funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

**1. Implemented Learning outcome based Curriculam framework 2. Seed money was provided by the management to inculcate the research activity among staff members and students 3. More Seminars, workshops were organized in the emerging topics of their respective fields by all the departments 4. Internet efficacy was upgraded from 64mbps to 100mbps 5. Dellnet was procured in library to facilitate students and staff members 6. Basket ball ground was renovated at the amount of Rs 8,31,144**

**12.Plan of action chalked out by IQAC at 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 |
|---|---|
| **More number of Courses focused on Entrepreneurship Entrepreneurship Development and Employability skills** | **761 courses of different programmes focus on Entrepreneurship Development and Employability skills** |
| **More number of Value added courses to be introduced** | **47 new value added courses has been introduced in the academic year 2022–2023** |
| **Steps to be taken to increase more number of students to get internship and arrange industrial visits and field visits** | **3377 students were actively engaged in internship, Industrial visits and field visits** |
| **New special programmes for advanced learners and slow learners should be conducted by all the departments** | **Totally 211 special programmes were conducted.112 for advanced learners and 99 for slow learners** |
| **Steps to be taken to conduct Faculty Development Programmes on Student Centric methods** | **7 days faculty development programme was organized for Question paper preparation based on revised blooms taxanomy** |
| **Provisions to be made for seed money to the teachers for Research and projects** | **Rs.8,79,000 was sanctioned by the management for seed money to the teachers for Research Projects** |
| **Faculty members are motivated for Publication of more number of research papers in UGC Care list and Scopus** | **Totally 37 research articles was published in the UGC care list and Scopus and105 book chapters were published by the faculy** |
| **Workshop on Intellectual Property Entrepreneurship Rights, Research Methodology to be organized** | **Totally 34 seminars and workshops were organized pertaining to Entrepreneurship, Intellectual Property Rights and Research Methodology** |
| **Motivate the staff and students to receive awards and recognition in extension activities** | **Totally 6 awards and recognitions were received from various agencies** |
| **Awareness of Research** | **17 MoU's were signed with the** |

| | |
|---|---|
| collaborations to be identified & Explore | industries and Institutions for research Collaboration |
| More number of Functional MoU's to be obtained | 17 MoU's are Functional MoU's and the faculty were advised to increase the number of functional MoU's |
| Steps to be taken renovate the basket ball ground | The basket ball court was renovated by the management at the cost of Rs 8,31,144 |
| Motivate the students to apply for Government Scholarship and Free ship from Management | 999 students received govt scholarships and 3377 students received freeships from Management |
| Steps to be taken to enhance the Student Capacity development Programme and Skill Development Programme | Total 50 Student capacity and skill development programmes were organized |
| More number of Placement Drive to be organized | Totally 716 students were placed during the year in various placement drives |
| Gender equity awareness programme to be conducted | 13 Gender Equity Programmes was organized by the Institution |

**13.Was the AQAR placed before the statutory body?**   **Yes**

- Name of the statutory body

| Name of the statutory body | Date of meeting(s) |
|---|---|
| Staff council Meeting | 05/04/2024 |

**14.Was the institutional data submitted to AISHE ?**   **Yes**

- Year

# Part A

## Data of the Institution

| | |
|---|---|
| **1.Name of the Institution** | **Sengamala Thayaar Educational Trust Women's College(Autonomous)** |
| • Name of the Head of the institution | **Dr.S.Amudha** |
| • Designation | **Principal** |
| • Does the institution function from its own campus? | **Yes** |
| • Phone No. of the Principal | **04367255423** |
| • Alternate phone No. | **9942083056** |
| • Mobile No. (Principal) | **9942083056** |
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| • Address | **Main Road, Sundarakkottai** |
| • City/Town | **Mannargudi** |
| • State/UT | **Tamilnadu** |
| • Pin Code | **614016** |
| **2.Institutional status** | |
| • Autonomous Status (Provide the date of conferment of Autonomy) | **30/09/2020** |
| • Type of Institution | **Women** |
| • Location | **Rural** |
| • Financial Status | **Self-financing** |
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| | |
|---|---|
| • Phone No. | **9884726067** |
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| • IQAC e-mail ID | **stetiqac@gmail.com** |
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|---|---|---|---|---|
| **NIL** | **NIL** | **NIL** | **Nil** | **NIL** |

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|---|---|---|
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|---|---|
| • Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? | **Yes** |

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|---|---|---|
| **10.Did IQAC receive funding from any funding agency to support its activities during the year?** | **No** | |
| • If yes, mention the amount | | |

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- Name of the statutory body

| Name of the statutory body | Date of meeting(s) |
|---|---|
| Staff council Meeting | 05/04/2024 |

| | |
|---|---|
| **14.Was the institutional data submitted to AISHE ?** | Yes |

- Year

| Year | Date of Submission |
|------|--------------------|
| 2022–2023 | 26/02/2024 |

## 15.Multidisciplinary / interdisciplinary

MULTI DISCIPLINARY/INTERDISCIPLINARY

The teaching learning pedagogy adopted in this institution ensures amalgamation of intellectual, scientific, emotional, social and cultural development among its students. Apart from the regular credit-based courses, Students are also allowed to select elective papers from any discipline of their choice Academic programmes are redesigned to include Multidisciplinary /Interdisciplinary courses as electives. Some of the Multi-Disciplinary Courses are Digital electronics and Microprocessor,Fibre Optic Communication, Mathematical Physics, Nano Physics, Microbial Quality Control testing, Microbial Bio technology, Marine Biology, Accounting and Financial Management, Organization Behaviour,Human Resource Management, Public Finance, Women Studies ,Computer Applications in management, Mathematics and Statistics for Managers, Operation Research etc.

Inter Disciplinary Courses are Page maker, Computer systems and Networks, Python Programming, Software Engineering, Women's Health and Nutrition, Material Science, Quantum Mechanics, Solid State Physics, Aqua culture,Sericulture,Microbial Bio Chemstry,Probability and Statistics, Hardware and system Assembly, Mathematics for Economics, Computer Applications in Economics, Managerial Economics, Managerial Communication, Advertising and Sales Promotion, Derivatives Management, Consumer Behaviour,International Relations Management, Production Management etc.

Inter Disciplinary programmes B.Sc Biochemistry and M.Sc Biochemistryare conducted.Multi disciplinary courses were offered by the department of Nutrition and Dietetics,Business Administration and Computer Applications in their respective curriculam.

28 value-added courses are being offered to students i.e. Transform Your Life with Meditation, English for Bpo, Principles of Event Management, Artificial Intelligence and its Application in Business, Basics of Solar Energy, Tailoring etc. All

programmes are designed in such a way that students get maximum flexibility to choose elective courses offered by other Departments .Seminars/ workshops/ training programs have been introduced which enables the integration of humanities and science. Social service activities mediated by NSS, NCC, relevant clubs and committees in the college play a pivotal role in sensitizing students towards environmental, social and health issues. The institution is looking forward to offer a multidisciplinary flexible curriculum in upcoming years. Collaborative research projects involving staff, students from different departments are being undertaken to address the issues and challenges faced by the society. These initiatives foster the capacity building of the youth into responsible citizens.

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

Does our University not yet implemented the Academic Bank Credit. So we are not having any plans of implementing this Academic bank credits

## 17.Skill development:

The institution made enormous efforts to strengthen the vocational education and soft skills of students. We are offering the skill development and value added courses already in our curriculam.Softskill development cell has been functioning in our institution. Through this cell programmes have been organized to develop the soft skill of the students. Some of the Programmes are Emerging trends and challenges for the communication skills in 21st Century

The institution is also providing value based education to the students Value based education courses were included in the curriculum they are Value Education, Environmental Studies,Softskill development, Gender studies and Managerial Skills. And also the institution create  ethical values in the mind of the students by celebrating all the national days and national leaders birth and death anniversaries in a grand manner.

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

Tamil is being taught as Part I in the regular curriculum. The Fine Arts Association of the college is providing trainings to students in Indian Arts, dance, music and culture to preserve and promote our traditions. Special courses are offered to students

on Indian Herbal Medicines. Yoga trainings and meditation sessions are given to our students.

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

The Choice Based Credit System offers greater academic flexibility for the students to choose their subjects of interest. LOCF is implemented for the Choice Based Credit System (CBCS) for the Undergraduate (UG) and Postgraduate (PG) programmes. It focuses on learning, rather than teaching with a student-centred approach. The number of training programmes, workshops, and internal deliberations for the faculty and involvement of employers, alumni and academic experts. help the institution to define the POs, PSOs and COs for respective programmes and courses. The courses are designed aesthetically and then periodically revised according to the changing advancements in the respective fields to make the students more competitive and industry- ready, once they graduate. IQAC organized multiple faculty development programmes on Outcome based Education (OBE) All the faculties of the college were trained in OBE. Based on the training, all courses were designed under OBE paradigm with Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes(CO) specified. The curriculum clearly states Program Outcomes (PO),Program Specific Outcomes (PSO) and Course Outcomes (CO) and teaching-learning pedagogy adapted at the institute. Assessment tools are designed considering the requirements of POs, PSOs and COs. The activities and programs are organized in the Institute to achieve POs, PSOs and COs. At the end of the semester, analysis of PO, PSO, CO attainments is done by each department. The outcomes have been articulated in the college website. Every faculty explainsthe course outcomes of each course before the commencement of the same. To integrate OBE all the faculty members are advised to prepare Question Banks based on bloom's taxonomy. It enables the assessment of the students at cognitive levels namely emembering,understanding, applying, analyzing, evaluating and creating.

## 20.Distance education/online education:

Various online platforms are used for online seminars and assignments in order to facilitate participatory learning, Google Classroom is used by the teachers as well as the students to teach, create, share and evaluate assignments. Using websites like Canva and Adobe Spark, teachers create visually engaging presentations enhancing student concentration and focus. Students and teaching faculty can access study materials in all the

**Technologies and Net laboratories. The college library is a DELNET member library, which allows students and faculty to access papers and publications related to their research projects. The college library provides access to E-Resource database such as INFLIBNET, DELNET. Faculty members produce E-Contents and E-Resources for the students. The curriculum is designed to include MOOCs offered by SWAYAM. Postgraduate students have to take these courses from the second semester onwards. The credits earned from these courses will be treated as extra credits and will be reflected in the mark statements.**

# Extended Profile

## 1.Programme

| 1.1 | **31** |
|---|---|
| Number of programmes offered during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | [View File](#) |

## 2.Student

| 2.1 | **3451** |
|---|---|
| Total number of students during the year: | |

| File Description | Documents |
|---|---|
| Institutional data in Prescribed format | [View File](#) |

| 2.2 | **1393** |
|---|---|
| Number of outgoing / final year students during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | [View File](#) |

| 2.3 | **1393** |
|---|---|
| Number of students who appeared for the examinations conducted by the institution during the year: | |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | [View File](#) |

| 3.Academic | |
|---|---|
| 3.1 <br><br> Number of courses in all programmes during the year: | **761** |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| 3.2 <br><br> Number of full-time teachers during the year: | **146** |

| File Description | Documents |
|---|---|
| Institutional Data in Prescribed Format | View File |

| 3.3 <br><br> Number of sanctioned posts for the year: | **146** |

| 4.Institution | |
|---|---|
| 4.1 <br><br> Number of seats earmarked for reserved categories as per GOI/State Government during the year: | **812** |
| 4.2 <br><br> Total number of Classrooms and Seminar halls | **100** |
| 4.3 <br><br> Total number of computers on campus for academic purposes | **580** |
| 4.4 <br><br> Total expenditure, excluding salary, during the year (INR in Lakhs): | **144.22** |

# Part B

## CURRICULAR ASPECTS

### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme

Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Curriculum design is the process of creating curriculum that aligns goals, objectives, and learning. This is achieved by developing an entirely new curriculum or by making changes to an existing curriculum so as to meet the current needs of the students taking up the course. The Academic Council and the Board of Studies revise, change and update the syllabus from time to time according to the local, national, regional and global needs of the students. Language papers are included in Part I and Part II of the under graduate syllabus to improve the communication skills of the students. Upon completion of Part III courses, students gain solid knowledge of their core subject and two allied subjects. Part IV of the syllabus for UG students includes additional skills needed to excel in their main competitive exams. Ethical, social, environmental and gender issues are covered in the subjects of Part V. Upon successful completion of their course, students become socially responsible citizens with employable skills required in their core subject. By completing projects in master's programs, students develop their skills in planning, critical thinking, processing, analyzing ideas and techniques, and developing them to a useful conclusion.Syllabus and mapping of PO,PSO and CO are displayed in the website.

| File Description | Documents |
| --- | --- |
| Upload additional information, if any | [View File](#) |
| Link for additional information | [http://stet.edu.in/AQAR/2022-2023/CRI-II/2.6/2.6.2/Paste the link.docx](#) |

**1.1.2 - Number of Programmes where syllabus revision was carried out during the year**

26

| File Description | Documents |
| --- | --- |
| Minutes of relevant Academic Council/BOS meeting | [View File](#) |
| Details of syllabus revision during the year | [View File](#) |
| Any additional information | [View File](#) |

**1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development**

**offered by the Institution during the year**

`761`

| File Description | Documents |
| --- | --- |
| Curriculum / Syllabus of such courses | [View File] |
| Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses | [View File] |
| MoUs with relevant organizations for these courses, if any | [View File] |
| Any additional information | [View File] |

## 1.2 - Academic Flexibility

**1.2.1 - Number of new courses introduced across all programmes offered during the year**

`332`

| File Description | Documents |
| --- | --- |
| Minutes of relevant Academic Council/BoS meetings | [View File] |
| Any additional information | [View File] |
| Institutional data in prescribed format (Data Template) | [View File] |

**1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System**

`31`

| File Description | Documents |
| --- | --- |
| Minutes of relevant Academic Council/BoS meetings | [View File] |
| Any additional information | [View File] |
| List of Add on /Certificate programs (Data Template) | [View File] |

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability, and Human Values into the curriculum

**Institution integrates cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability and human values into the curriculum. The enrichment of curriculum means giving it a greater value, by enlivening the overall education process. Extension activities provide students Social awareness beyond their main course. Gender and Human Values: A course on gender equality and value education are included in all the UG courses which enable the students to be aware of gender sensitive issues. A webinar on gender sensitization is organized by IQAC. Women empowerment cell organized a webinar on women empowerment to celebrate women's day. The activities organized by NSS, NCC, YRC, ROTARACT, RRC and EXNORA enrich the social responsibility of the students. The students are Involved in village adoption program through NSS to enhance their capacities. Environment and Sustainability: A course on environment studies is included in all the UG curriculum. With the able leadership, sponsor and advise received from the Old Students Association, the gardens are properly maintained and nurtured. Environmental studies help in setting up ponds, which help maintain water levels in and around the garden.**

| File Description | Documents |
| --- | --- |
| Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum | View File |
| Any additional information | View File |

**1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year**

**47**

| File Description | Documents |
| --- | --- |
| List of value-added courses | View File |
| Brochure or any other document relating to value-added courses | View File |
| Any additional information | View File |

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above**

**3365**

| File Description | Documents |
|---|---|
| List of students enrolled | View File |
| Any additional information | View File |

## 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

**3377**

| File Description | Documents |
|---|---|
| List of programmes and number of students undertaking field projects / internships / student projects | View File |
| Any additional information | View File |

## 1.4 - Feedback System

| 1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni | A. All 4 of the above |
|---|---|

| File Description | Documents |
|---|---|
| Provide the URL for stakeholders' feedback report | https://stet.edu.in/feedback-analysis-report-2020-2021/ |
| Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management | View File |
| Any additional information | View File |

| 1.4.2 - The feedback system of the Institution comprises the following | A. Feedback collected, analysed and action taken made available on the website |
|---|---|

| File Description | Documents |
|---|---|
| Provide URL for stakeholders' feedback report | https://stet.edu.in/feedback-analysis-report-2020-2021/ |
| Any additional information | View File |

## TEACHING-LEARNING AND EVALUATION

## 2.1 - Student Enrollment and Profile

## 2.1.1 - Enrolment of Students

## 2.1.1.1 - Number of students admitted (year-wise) during the year

**1313**

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

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

**737**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

**The college has put in place effective mechanisms to assess the learning level of the students, and thereafter to organize special programme for advanced and slow learners. The learning skill of students are assessed and classified as advance and slow learners on the basis of their scoring of entry level marks and credits through various indexes such as bridge course, continuous internal assessment (CIA) and end semester examinations (ESE). The institute organized several programmes for the advanced learners such as online programmes in MOOC/SWAYAM/NPTEL, class room**

**interaction, Editors in departmental Newsletter, to participate and present research articles in the national and international seminars /conferences/workshops/symposia and publish article and book chapter in reputed journals, and training for SET/SLET, NET and UPSC. For the slow learners personal counseling by the mentors, periodic parents meeting to discuss their performances, remedial classes to improve their efficiency in examinations, Spoken English classes conducted on special day orders, glossary, hands-out study materials and question banks are provided, so that they can prepare for End Semester Examinations and the students were shared with the mobile number of the faculty members and therefore, they can access the teachers at any time.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-II/2.2/2.2.1/2.2.1 Paste the link.doc |

### 2.2.2 - Student – Teacher (full-time) ratio

| Year | Number of Students | Number of Teachers |
|---|---|---|
| **10/08/2022** | **3451** | **146** |

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

### 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 has implemented various innovative pedagogical processes for enriching the learning experiences such as experimental, participative and problem solving methods. The experimental learning methods comprises various hands on practical sessions towards their core, allied subjects, nonmajor elective and valued added courses. In addition to that the Industrial visit, Internship and Field based projects have also been adopted. In the participative learning the students are encouraged to attend various conference, seminars, workshops, debate, group discussion, quiz, online programmes, webinars related to IPR,**

**Research Methodology, career guidance, Entrepreneurial skills, Agro farming, Industry and Medicine and Tally training and students were appointed as member of the editorial board in the department newsletters (biannual). Individual projects in PG, Internship, Practical Laboratory Sessions, Mock Interviews, Case Studies, survey activities, Vedic mathematics, and Software design to solve the computer based problems were examples of problems solving methods adopted.In addition to that the college library facilitate to with more than 54,000 books and journals, ejournals, CDs and Videos for promoting their learning skills.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional Information | [http://stet.edu.in/AQAR/2022-2023/CRI-II/2.3/2.3.1/Paste the link.doc](#) |

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

**The college is adequately and sufficiently equipped with ICT infrastructure to enable all teachers to utilize the newest technological developments in the field of ICT. Well established ICT facilities includes LCD projector, smart board, desktop, laptop and Wi-Fi facility, language lab facility, video capturing facility, ERP and LMS are provided by the college for teaching, learning and evaluation. Teachers have handled their class through ICT enabled teaching mode by using the ICT facilities. The flipped class room has also been introduced in the college campus in which the students were actively participated and learned their courses with proper illustration diagrams, motion and mechanisms of various systems in life sciences, physics, chemistry, computer science, information technology and other social sciences programme. The learners can see lecture recordings, videos, presentations, notes, join forums for discussions and debates; and can even upload their assignments, projects in this system. In addition to that various online platforms such SWAYAM, E-Books, E-Journals, Google meet, Zoom meet, Microsoft teams, Cisco-webex, Virtual lab, You tube link, Spark Video, National Digital Library of India were also used for the teaching and learning purpose. Institutional Group SMS and Clobas ERP App are used for communicating academic matters.**

| File Description | Documents |
|---|---|
| Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process | https://stet.edu.in/e-content/ |
| Upload any additional information | View File |

## 2.3.3 - Ratio of students to mentor for academic and other related issues

## 2.3.3.1 - Number of mentors

**146**

| File Description | Documents |
|---|---|
| Upload year-wise number of students enrolled and full-time teachers on roll | View File |
| Circulars with regard to assigning mentors to mentees | View File |

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

**The academic calendar is prepared and uploaded on the college website well in advance before commencement of the academic year and it has been handed over to the faculty, students and administrative staff members during the first day of the reopening of the college. It Comprises of List of Teaching & Non-Teaching staff, Library, Vision, Mission & Objectives of the college, history, Courses offered, Components of CIA, Fee regulation, Scholarships, Attendance, Code of conduct, hostel rules & regulations, number of working days and their day order, last working day for each Semester, Internal tests (I, II ,III, CIA test), CIA marks Publication, celebrations and Examination schedule and are strictly adhered to. Faculty prepare the preference-based workload, timetable and lesson plans for each paper in advance and submit them to the Principal and the HODs for approval which are periodically monitored to check the progress of syllabus completion. An approved lesson plan contains the course outcomes, course objectives, program outcomes, teaching methodologies, teaching aids, study material and question banks, detailed lecture plans, and reference books. Course and workload allotment to faulty members are made well in advance and are strictly followed.**

| File Description | Documents |
|---|---|
| Upload the Academic Calendar and Teaching Plans during the year | View File |

## 2.4 - Teacher Profile and Quality

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

**146**

| File Description | Documents |
|---|---|
| Year-wise full-time teachers and sanctioned posts for the year | View File |
| List of the faculty members authenticated by the Head of HEI | View File |
| Any additional information | View File |

## 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

**63**

| File Description | Documents |
|---|---|
| List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years | View File |
| Any additional information | View File |

## 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

**1655 years 8 months**

| File Description | Documents |
|---|---|
| List of teachers including their PAN, designation, Department and details of their experience | View File |
| Any additional information | View File |

**2.5 - Evaluation Process and Reforms**

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

**20 – 21 days**

| File Description | Documents |
|---|---|
| List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result | View File |
| Any additional information | View File |

**2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year**

**10**

| File Description | Documents |
|---|---|
| Upload the number of complaints and total number of students who appeared for exams during the year | View File |
| Upload any additional information | View File |

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

**The IT integration has modernized the entire examination process. The appointment orders for examination related duties are issued through e-mail to the concerned faculty and examiners.Through the online mode the exam fees were collected. Results are published in the college website and ERP (CLOBAS). Color printed mark sheets with photograph of the students are printed on non-tearable teslin paper which has 13 security features. Examination procedure has been completely automated using COE automation software (eCOE5.0) which maintains student's records in an efficient manner. Semester pattern are implemented with CIA components (two centralized CIA examinations, three assignments, seminar presentation and attendance) for all courses. Students securing minimum 40% marks in CIA along with 75% attendance components are eligible to appear ESE. Students can apply for Transparency, Retotaling, and Revaluation. Viva-voce for final year students is conducted to**

improve their confidence to face interview. Project work is made mandatory for all UG and PG students. The supplementary examination is conducted within thirty days from the publication of regular ESE results so as to complete the course within the study period for each semester. IT tools are effectively utilized for conducting examinations, evaluation and declaration of results.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | [http://stet.edu.in/AQAR/2022-2023/CRI-II/2.5/2.5.3/IT Integration software.pdf](#) |

## 2.6 - Student Performance and Learning Outcomes

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

The institution have designed the Programme Outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (CO) correlated with the Vision, Mission of the college and the Departments it has been maintained in the college website. The POs, PSOs and COs for each programme are framed by the respective department faculty members and sent along with syllabi to external subject experts for suggestions and finalized in Board of Studies. Each course's COs are mapped to PSOs and POs to ensure that all teaching and learning activities are aligned to its respective COs, PSOs and POs. Principles of Bloom's Taxonomy are used to design learning outcomes, objectives and assessments to facilitate higher-order learning. Mapping with PSOs and POs, COs are analyzed and finalized by the Curriculam Development cell (CDC) and attainment levels are assessed and suitable actions are taken. The PSOs, POs and COs of all the programmes are displayed in the website. Hard and soft copies of syllabus with Course Outcomes are shared with the teachers and students and hard copy of the same is maintained in CDC and department for any further reference.

| File Description | Documents |
|---|---|
| Upload COs for all courses (exemplars from the Glossary) | View File |
| Upload any additional information | View File |
| Link for additional Information | https://stet.edu.in/po-pso/ |

### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The attainment of the programme outcome and course outcome of the courses are determined by the final results or grade points obtained by the students. The results are recorded in the department and are discussed in the meeting of Academic Sub Committee. The department also records students' progression to higher studies and their job placement after graduating from the college. The feedback report from the students are also collected and analyzed by IQAC for attainment of CO& PO. For assessing course outcome attainment, direct tools including internal tools assessments such as tests, assignments, seminars and attendance and External assessment tools such as End Semester Examination are employed. Indirect tools include Course Exit Survey and Student feedback. For PO, PSO attainment the direct tools include End semester Examination and Indirect tools include programme exit survey through student feedback and alumni. Mappings and attainment are evaluated in terms of Low, Medium and High levels. If gap is found during CO- PO/PSO attainment calculation, proper analysis is done by the faculty member and appropriate action are taken to bridge the gap

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional Information | http://stet.edu.in/AQAR/2022-2023/CRI-II/2.6/2.6.2/Paste the link.docx |

### 2.6.3 - Pass Percentage of students

### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

**1392**

| File Description | Documents |
| --- | --- |
| Upload list of Programmes and number of students appear for and passed in the final year examinations | View File |
| Upload any additional information | View File |
| Paste link for the annual report | http://stet.edu.in/AQAR/2022-2023/CRI-II/2.6/2.6.3/Annual_report_-_COE.pdf |

## 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://stet.edu.in/jociqav/2024/03/sss-22-23.pdf

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

A well-defined policy on Academic Research was prepared and executed to promote faculty involvement in research-developmental activities.Research & Development Cell ensures a vibrant research ecosystem.It coordinates all the research activities and ensures its quality and ethics.Laboratories and Centralized Instrumentation Facility are periodically upgraded to aid research activities.Research is promoted through curriculum based undergraduate and postgraduate research projects. To assist the research, along with needed infrastructure, seed money is given to the teachers for research. Financial assistance is provided by the management to the teachers under seed money scheme for research progression.9 projects proposal have been applied to various funding agencies like SERB SUPRA, ICMR, CSIR-ASPIRE-Women Scientists.Two students have received grant from TNSCST under Student Project Scheme.Research Committee endeavours to upgrade research facilities by organizing 34 workshops/seminars on Research Methodology,IPR,Entrepreneurship and Skill Development. Under Institutional motivation,Faculty members have published 114 books and book chapters in edited volumes/ books/ proceeding in conferences/seminars,37 Research articles published in reputed

National/International journals and presented 96 research papers in conferences.In addition the Institution has actively collaborated with academia/Government and Nongovernmental agencies/industries through 17 MoU's entered during this academic year. IPR Cell created awareness about Intellectual Property such as Patent, Copyright, Trademark etc. generated through the College.

| File Description | Documents |
|---|---|
| Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption | View File |
| Provide URL of policy document on promotion of research uploaded on the website | https://stet.edu.in/policy-documents/ |
| Any additional information | View File |

## 3.1.2 - The institution provides seed money to its teachers for research

## 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

8.79

| File Description | Documents |
|---|---|
| Minutes of the relevant bodies of the institution regarding seed money | View File |
| Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized | View File |
| List of teachers receiving grant and details of grant received | View File |
| Any additional information | View File |

## 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

| File Description | Documents |
|---|---|
| e-copies of the award letters of the teachers | **No File Uploaded** |
| List of teachers and details of their international fellowship(s) | **No File Uploaded** |
| Any additional information | **No File Uploaded** |

## 3.2 - Resource Mobilization for Research

### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

**1.27**

| File Description | Documents |
|---|---|
| e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations | View File |
| List of projects and grant details | View File |
| Any additional information | View File |

### 3.2.2 - Number of teachers having research projects during the year

**03**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional Information | http://stet.edu.in/AQAR/2022-2023/CRI-III/3.2/2-3.2.2-Paste link for additional information.doc |
| List of research projects during the year | View File |

### 3.2.3 - Number of teachers recognised as research guides

**08**

| File Description | Documents |
|---|---|
| Upload copies of the letter of the university recognizing teachers as research guides | View File |
| Institutional data in Prescribed format | View File |

## 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

**03**

| File Description | Documents |
|---|---|
| Supporting document from Funding Agencies | View File |
| Paste link to funding agencies' website | http://stet.edu.in/AQAR/2022-2023/CRI-III/3.2/2-3.2.4-Paste link to funding agencies' website.doc |
| Any additional information | View File |

## 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

**The College provides an ecosystem for innovations including Incubation centre and other initiatives for creation and dissemination of knowledge. Entrepreneurship Development Cell (EDC) motivates the students to become enterprising entrepreneurs. To achieve this vision, a variety of activities like Interactive programme on start-up incubators, motivation campaign and hands on training programme on textile screen printing, jute bag preparation, handicraft and tailoring were organised. An ideation club of EDC aims to promote innovation through creating a vibrant local innovation ecosystem and Start-up supporting Mechanism. It conducts various innovation and entrepreneurship-related activities to encourage, inspire and nurture students to work with new ideas and transform them into prototypes. The college initiated Institutional Innovation Council under Ministry of Education and also promote skill hub under the scheme skill India, the MSDE, Government of India. Potential Student Innovators can be identified and allowed to select an incubated product to be**

**developed on a large scale through a separate start-up, STET TECHNOPARK. Student start-up enterprises are being supported financially on campus so that every innovation result in the filing of a patent. STET Bio-Floral Products Development and Research Centre manufactured various products including mushrooms, vermicompost and micronutrients and generated the revenue.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-III/3.3/3.3.1/2-3.3.1-Paste link for additional information.docx |

**3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year**

**34**

| File Description | Documents |
|---|---|
| Report of the events | View File |
| List of workshops/seminars conducted during the year | View File |
| Any additional information | View File |

**3.4 - Research Publications and Awards**

| 3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check | View File |
| Any additional information | View File |

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**

**3.4.2.1 - Number of PhD students registered during the year**

**25**

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | http://stet.edu.in/AQAR/2022-2023/CRI-III/3.4/3.4.2/3-3.4.2--URL TO THE RESEARCH ON HEI WEBSITE.doc |
| List of PhD scholars and details like name of the guide, title of thesis, and year of registration | View File |
| Any additional information | View File |

**3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year**

**0.26**

| File Description | Documents |
|---|---|
| List of research papers by title, author, department, and year of publication | View File |
| Any additional information | View File |

**3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year**

**0.78**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-III/3.4/3.4.4/02-3.4.4-Any additional information.doc |

## 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

### 3.4.5.1 - Total number of Citations in Scopus during the year

**370**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Bibliometrics of the publications during the year | [View File](#) |

## 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

### 3.4.6.1 - h-index of Scopus during the year

**37**

| File Description | Documents |
|---|---|
| Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution | [View File](#) |
| Any additional information | [View File](#) |

## 3.5 - Consultancy

### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

**5.56282**

| File Description | Documents |
|---|---|
| Audited statements of accounts indicating the revenue generated through consultancy and corporate training | View File |
| List of consultants and revenue generated by them | View File |
| Any additional information | View File |

**3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year**

**Rs 1,41,766**

| File Description | Documents |
|---|---|
| Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy | View File |
| List of training programmes, teachers and staff trained for undertaking consultancy | View File |
| List of facilities and staff available for undertaking consultancy | View File |
| Any additional information | View File |

**3.6 - Extension Activities**

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

**The institution encourages the involvement of the students and the faculty members in Social and Eco-friendly activities through various Clubs such as NSS, NCC, Rotaract, Exnora, RRC, YRC, Citizen Consumer Club and Departmental clubs. It is mandatory for all the first-year students to enroll themselves atleast one of the extension clubs as per the curriculum. The clubs organized 83 extension activities during this academic year. The college has adopted 10 villages and carried out many activities such as awareness relating tohealth and hygiene, road safety awareness, tree plantation, No to drugs, best food for immunity, rain water harvesting and conducted medical camp and dress donation camps.**

These sustained efforts have received appreciation and recognition from the Government and NGOs. Our NCC cadets participate every year in various camps like RDC- Delhi, MRDC- Chennai, TSC, EBSB Camps and Shooting camp and trekking camp every year. The community outreach programmes are organized in collaboration with both governmental and non-governmental organizations. In addition to helping students build their leadership and teamwork skills, these extension activities are meant to help them grasp their societal obligations and promote holistic development. Our students are receiving mandatory training in gender studies, which focuses on gender sensitization.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [https://stet.edu.in/part-v/]() |

**3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year**

**06**

| File Description | Documents |
|---|---|
| Number of awards for extension activities in during the year | [View File]() |
| e-copy of the award letters | [View File]() |
| Any additional information | [View File]() |

**3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**

**83**

| File Description | Documents |
|---|---|
| Reports of the events organized | [View File]() |
| Any additional information | [View File]() |

**3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**

**3114**

| File Description | Documents |
|---|---|
| Reports of the events | View File |
| Any additional information | View File |

## 3.7 - Collaboration

## 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

**44**

| File Description | Documents |
|---|---|
| Copies of documents highlighting collaboration | View File |
| Any additional information | View File |

## 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

**17**

| File Description | Documents |
|---|---|
| e-copies of the MoUs with institution/ industry/ corporate house | View File |
| Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year | View File |
| Any additional information | 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 equipments, etc.

**The Institution has situated in an area of 2,73,162.8 sq.m., campus providing a suitable academic ambience with rural comfort and eco-friendly environment**

**9 Blocks with Wi -Fi enabled comprising 97 classrooms designed as**

per safety guidelines. Classrooms are spacious, well-furnished and ventilated with sufficient number of tube lights and fans with provision to use LCD projector for ICT based teaching.

1.  laboratories, Animal house, Biominin Laboratory, Bio floral Product Development and Research Centre, Vermicomposting unit, Edible Mushroom unit, 3 Seminar halls and2 Auditorium

Hostel with academic amenities and Canteen.

Fully air-conditioned computer laboratories located in different blocks housing 580 computers meet computing requirements. These computers are useful to promote computer literacy among students of other disciplines.

13 smart class room facilities have been provided with all ICT enabled teaching-learning gadgets to fulfill the requirements of 13 departments. The facilities include computer, LCD projector, speakers, collar mikes, and smart boards and Learning Management System (LMS). There is an English language laboratory for LSRW skill development

100 Mbps "BSNL" dedicated leased line (1:1) network with Wi-Fi connectivity throughout the campus is available.

Dedicated Online web Server is available

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://stet.edu.in/physical-infrastructure/](https://stet.edu.in/physical-infrastructure/) |

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

The Institution has situated in an area of 2, 73,162.8 sq.m. Campus providing a suitable academic ambience with rural comfort and eco-friendly environment, in which 4108.2 Sq.m. have been allocated for the purpose of sports and games

Facilities for sports and games

*   Cricket playground (63550sq.ft.)

- Playground 44,220sq.ft.
- Volley ball court (18x9 sq.m)
- Basketball (28x15 sq.m)
- Ball Badminton (24x12 sq.m.)
- Badminton (13.41x6.1sq.m.)
- Kho-Kho (27x16sq.m.)

Facilities for the other events such as skipping, slow cycling, Track and Field events such as shot-put, Javelin, Discus throw, Long jump, 100 meter dash, and 4 x 100 meter relay are available. Besides an excellent Multipurpose Auditorium has also been built and improved with sufficient facilities to conduct various sports and games especially indoor games

Facilities for Gymnasium

- Exercise Bike 05
- Exercise cycle 5
- Tread mill 2
- Multi Gym equipment 01,
- Dumbbells 04
- Tummy Trimmer 01
- Upright Bike Recumbent Bike 01
- Ab roller workout Trainer 01
- Grip Training tool 02
- Resistance tuber and Bands 02
- Skipping ropes 05

Facilities for Yoga

- Yoga Centre (Multipurpose Auditorium) 01
- Yoga training is provided periodically
- Martial Arts such as 'Karate' and 'Silambam' are available

Facilities for Auditorium

- Auditorium 20250 Sq.ft

- Multipurpose Auditorium 01
- Auditorium (TVJ Stadium) 01

| File Description | Documents |
|---|---|
| Geotagged pictures | [View File](#) |
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-IV/4.1/4.1.2/additional%20information.docx |

### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

**100**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | [View File](#) |

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

**144.22**

| File Description | Documents |
|---|---|
| Upload audited utilization statements | [View File](#) |
| Details of Expenditure, excluding salary, during the years | [View File](#) |
| Any additional information | [View File](#) |

### 4.2 - Library as a Learning Resource

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

**The College Library is situated in a spacious area of 7046.06 Sq.Ft area, in the Vivekanandam Block.There are 60048 books, 189 journals and 2265 CDS available in the library. The management has facilitated the library with Automated Integrated Library Management System (ILMS) namely AutoLib software.**

**Library Automation:**

Library has an automated system functioning since 2014 which helps to impact positively on the academic achievement of students.

- Name of the ILMS software : AutoLib
- Company : AutoLib Software systems, Chennai
- Nature of automation (fully or partially) : Full
- Version : 6.0
- Year of automation : 2014

The Auto Lib consist of the following Module to deal with cataloguing, circulation, admin, acquisition, serial control, search and report.

- Database circulation and management (Cataloguing)
- Counter Transaction (Circulation)
- Acquisition Control System (Book Ordering)
- Serial control (Journal verification)
- Report management system (MIS Report)
- E Resources Linking
- Online stock verification
- System administration

OPAC — Online Public Access Catalogue module facilitates simple search and advanced search.

The library has institutional membership with INFLIBNET, N-LIST (National library and Information Services) and NDLI (National Digital Library of India).

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-IV/4.2/4.2.1/4.2.1 Link for any additional information.docx |

| **4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources** | A. Any 4 or more of the above |
|---|---|

| File Description | Documents |
|---|---|
| Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership | View File |
| Upload any additional information | View File |

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

**7.14064**

| File Description | Documents |
|---|---|
| Audited statements of accounts | View File |
| Any additional information | 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 - Usage of library by teachers and students (footfalls and login data for online access)

## 4.2.4.1 - Number of teachers and students using the library per day during the year

**148**

| File Description | Documents |
|---|---|
| Upload details of library usage by teachers and students | View File |
| Any additional information | View File |

## 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

**The Central Computer Lab in the College is also a full-fledged and futuristic resource-Centre with nearly 580 nodes connected to the campus-wide LAN. The departmental computer-to-students ratio works out to 1:6 for the college. A large number of leased software packages are available in each department to meet the specific requirements.**

**The college has 100 Mbps Leased line internet connectivity. All**

**the580systems are supported with internet facility. Bharath Sanchar Nigam Limited (BSNL) provides 1:1 ratio Leased Line internet service to our campus with bandwidth of 100 Mbps. The college has very good support facilities in the form of a campus-wide Local Area Network.**

**All the computer systems are connected by LAN & 24 hour's internet connectivity is provided for the benefit of students as well as faculty members. The windows, UNIX and LINUX software packages such as Mobile Computing, Multimedia, Animation and various editing packages are made available to create simulated environments to suit the curricula andto go beyond.**

**Software Development Cell (SDC) is the systematic application of scientific and technological knowledge, methods, and experience to the design, implementation, testing, and documentation of software.Software Development Council conducts hands on training to the PG Students on software development.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://stet.edu.in/it-infrastructure/ |

## 4.3.2 - Student - Computer ratio

| Number of Students | Number of Computers |
|---|---|
| **3461** | **580** |

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

| 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus | **A. ?50 Mbps** |
|---|---|

| File Description | Documents |
|---|---|
| Details of bandwidth available in the Institution | [View File](#) |
| Upload any additional information | [View File](#) |

| **4.3.4 - Institution has facilities for e-content development:            Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing** | **A. All four of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://stet.edu.in/e-content/](https://stet.edu.in/e-content/) |
| List of facilities for e-content development (Data Template) | [View File](#) |

## 4.4 - Maintenance of Campus Infrastructure

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

**316.42318**

| File Description | Documents |
|---|---|
| Audited statements of accounts | [View File](#) |
| Upload any additional information | [View File](#) |

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

**The maintenance of a clean campus environment, grade IV staffs are assigned to various jobs and duties – cleaning of classrooms, corridors, faculty room, toilets, office, library etc., which are done on regular basis. Skilled workers are hired for repair works relating to buildings, furniture, etc. Waste management is followed to dispose degradable and non-degradable equipments.**

**Infrastructure Maintenance Register (IMR) is maintained by all the**

**department for repair and maintenance of furniture, equipment, electrical goods, IT facilities etc.**

**Inter department inspection is done by the Science department HoDs' and submit the report about the maintenance of Accession Register, Stock Register, Invoice files, working conditions of the instruments.**

**The College Librarian enters the newly added books in the accession register every year. At the end of the year Internal Audit is done by the Librarian and the External audit is done by the department faculties.**

**The Physical directress and sports committee of the College is in-charge of the sports complex and equipment. The committee supervises the Grounds-men and Grade IV staff assigned for maintenance and repair works.**

**The College has an in-house team for the maintenance of its Computers, Network and Hardware. Major computer related problems are rectified by hired persons.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [http://stet.edu.in/AQAR/2022-2023/CRI-IV/4.4/4.4.2/4.4.2 Link for additional information.docx](#) |

## STUDENT SUPPORT AND PROGRESSION

## 5.1 - Student Support

## 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

**999**

| File Description | Documents |
|---|---|
| Upload self-attested letters with the list of students receiving scholarships | [View File](#) |
| Upload any additional information | [View File](#) |

**5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year**

**3377**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Institutional data in prescribed format | View File |

| **5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology** | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Link to Institutional website | https://stet.edu.in/capacity-development-and-skills-enhancement-activities/ |
| Details of capability development and schemes | View File |
| Any additional information | View File |

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

**3115**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

| **5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and** | **A. All of the above** |
|---|---|

| ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees | |
|---|---|

| File Description | Documents |
|---|---|
| Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |
| Upload any additional information | View File |

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

**716**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

### 5.2.2 - Number of outgoing students progressing to higher education

**472**

| File Description | Documents |
|---|---|
| Upload supporting data for students/alumni | View File |
| Details of students who went for higher education | View File |
| Any additional information | View File |

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations

**during the year**

**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

**01**

| File Description | Documents |
|---|---|
| Upload supporting data for students/alumni | View File |
| Any additional information | View File |

**5.3 - Student Participation and Activities**

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

**135**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

**The institution has prepared guidelines to promote the students' leadership qualities through the extra-curricular and co-curricular activities by appointing them as members and office bearers in various organisations, committees and including academic bodies. The students have actively involved and participated in the committees and they have showed remarkable achievements. In addition to that the students have been motivated and facilitated to attend the regular functioning of the institution, policy making process in relation to academic and administration, campus discipline etc. An active Student council is present with students being appointed as President, Vice-president, and Secretary of the college and Secretary for Fine Arts Association, Sports and Games, N.S.S, NCC and similar officer bearers for the other Part V activities such as Students' EXNORA, YRC, RRC, Rotaract club and for other committees such as WECAN, Anti Ragging Committee, Cybercrime Awareness Club etc. In addition to that the students have been appointed as member in the IQAC and**

**Academic council. In fact, the college is publishing a biannual newsletter exclusively for students' forum, in which the students are appointed as member in the editorial board. The students have also been appointed as committee in-charge for hostel stores.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://stet.edu.in/student-council/ |

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

**63**

| File Description | Documents |
|---|---|
| Report of the event | [View File](#) |
| List of sports and cultural events / competitions organised per year | [View File](#) |
| Upload any additional information | [View File](#) |

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

**The college has well defined policies for effective functioning of the Alumni association. The STET Alumni Association started in the year 2004 and functioning effectively with a group of office bearers and has the enrolment of 28682 members. The STET Alumni Association was registered in the year 2015 (Reg. No. 06/2015) under the Tamil Nadu Societies Registration Act, 1975.The motto of the STET Alumni is "Do good for all". The Alumni association facilitates the student society of the college by providing scholarships for deprived students and endowment for students who attained overall proficiency in part II English. The association has raised its fund of Rs.4,71,553./- during the academic year 2022-2023 through membership fee and financial contribution. The Alumni students also contributed laboratory instruments and equipments, computers, books for worth of Rs.1,85,580. The association contributed the amount of Rs.500000/- for the construction of new basket ball court to partially meet the expenses spent towards it. The association extend the support to**

**the students by providing scholarships for six students and endowment for overall proficiency in Part II English was awarded to S.Aakila Naseem, B.Sc., Nutrition Dietetics. 27 Alumni meetings were conducted with renowned alumni as a resource person for various programmes.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | [https://stet.edu.in/association/](https://stet.edu.in/association/) |

| **5.4.2 - Alumni's financial contribution during the year** | **C. 5 Lakhs – 10 Lakhs** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

**The Institution has its own style of functioning with an effective leadership in fulfilling the vision and mission of the Institution and the necessary needs and expectations of the stakeholders in accordance with benchmark of higher education. The Institution ensures the quality education through the effective functioning of Statutory (Governing body, Academic council, Finance Committee, Board of Studies) and Non Statutory Bodies. Institution also Provide value based higher education to Women society so as to ensure them social responsibility and makes them good citizen. Top management discusses different aspects of the quality policy in the Management Council and suggests guidelines for inclusion and implementation. The principal follows the guidelines of the management council and directs the faculty to evolve strategic plans for implementation. The Principal, being at the helm of affairs, makes the faculty to be aware of vision and mission and device action plans in consultation with the staff council and IQAC. College groom leadership at various levels. The Principal, Heads of the Department, Faculty members co-ordinate/orchestrate**

**the Academic and Extra Curricular activities. Student office bearers comprising student president, vice president and secretaries of sports and other part V activities, organize and conduct meetings and activities.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional Information | [https://stet.edu.in/organogram-chart/](https://stet.edu.in/organogram-chart/) |

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

**Decentralization and Participative Management are effected through involvement of staff and students in taking decisions and implementation. The Chairman, Correspondent and the Trust board take decision on the policy, planning, grant approval, introduction of new programmes and decision on Management Council, Staff Council and IQAC resolutions. The governing body monitors the organization's mission, purpose, direction, priorities and strategies. The Academic Council is responsible for all academic matters including academic policies and regulations. The Board of studies frame the syllabi for various courses, reviewing and updating syllabi from time to time, introduce new courses of study, determine details of continuous assessment and recommend panels of examiners. The Finance Committee advises the Governing Body on financial matters. Academic, infrastructure requirements and improvements are directed and monitored by the IQAC. Staff members and student representatives take part in decision makings of the Governing Body, Academic Council, Board of Studies and other Committees. Heads of the department monitor the admission process, prepare action plans and implementation and students' profile and discipline. Students have to adhere to the rules and regulations, ethics and code of conduct prescribed by the institution. There are Administrative, Student Support and Part V committees functioning with Principal as the Chairperson.**

| File Description | Documents |
|---|---|
| Upload strategic plan and deployment documents on the website | View File |
| Upload any additional information | View File |
| Paste link for additional Information | https://stet.edu.in/organogram-chart/ |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

**The Institution has a well directed Strategic plan to implement the concept of "Empowering Women is Empowering the Nation", to serve the cause of social justice, to ensure equity and increase access to higher education to contribute nation building and to acquire the recognition for the institution as a brand for creating women professionals. The strategic plan is displayed in the institution website. In tune with the long term plan, the STET Women's College which was started in 1994, has gone through several institutional land mark achievement like 12B and 2F, attainment of UGC NAAC accreditation, Autonomous status, now looks up to become a degree granting Women's University. The Institution envisions the academic programmes and academic endeavors by framing curricula fitting to the national and international needs and to the needs of an emerging era through innovation, employment and entrepreneurial competencies and incorporation of quality. Various opportunities are provided to enhance and equip the human resources and women students, such as facilities for Career development and holistic development Support for research to produce research outcomes that benefit the society at large.**

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-VI/6.2/6.2.1/paste link/6.2.1-Paste Link.doc |
| Upload any additional information | View File |

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from

the policies, administrative set-up, appointment and service rules, procedures, etc.

**The college has a clearly-defined organizational structure to strategize future, formulate policies and to run the college in an efficient and outcome-focused manner. The statutory and non statutory bodies of the college function effectively and efficiently in compliance with the vision and mission of the college, regulations, policies, and statutes stipulated by the government, UGC, affiliating university and the organization. The Organization Structure comprises of the board of trustees, Governing body, Academic Council, Controller of the Examination, Boards of Studies, Staff Council, The Principal, Vice Principals, IQAC, CDC, R&D Cell, Department Clubs, various committees & cells and Students Council. All the institutional bodies have well defined policies, service rules and procedures for effective and efficient functioning. The above institutional bodies implement various activities towards the achievement of women education and empowerment, the goal of the college.**

| File Description | Documents |
| --- | --- |
| Paste link to Organogram on the institution webpage | https://stet.edu.in/organogram-chart/ |
| Upload any additional information | View File |
| Paste link for additional Information | https://stet.edu.in/jociqav/2024/02/Code-of-Conduct-Policy-document-1.pdf |

| **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) Documen | View File |
| Screen shots of user interfaces | View File |
| Details of implementation of e-governance in areas of operation | View File |
| Any additional information | View File |

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institutional management system is functioning in a sustainable manner to support the dedicated teachers and non-teaching staff members by providing the following welfare measures and avenue for their career development and progression.

**Welfare Measures**

- Reward for employees on completion of 20 years of service in STET Free Conveyance to faculty members.
- A welfare scheme includes providing financial assistance to publish Research articles in reputed Journals.
- Motivating to undertake research on areas funded by the National and International funding agencies. Providing free access to pursuing Research to use resources in the campus.
- Breakfast and Lunch and Tea provided for all the drivers.
- Maternity Leave, on duty, Medical Leave Incentives are given for the best paper awards.
- Providing free Wi-Fi facility.
- Management contributes 12% of individual salary as EPF.
- ATM facilities, Intercom facility, Lift facility, two wheeler parking platform, and walk through green environment are also available.

**Avenues for Career Development**

1. Free Capacity building trainings and orientation programmes.

2. Regular workshop on ICT tools for effective teaching learning

3. Financial support for attend FDP/refresher/Orientation/Short term course/international

Conference Seminar/Workshop

4. Seed Money provided to undertake research

5. Collaborative training programmes.

| File Description | Documents |
|---|---|
| Upload any additional information | <div align="center">View File</div> |
| Paste link for additional information | <div align="center">http://stet.edu.in/AQAR/2022-2023/CRI-VI/6.3/6.3.1/Welfare%20Measures%202022-23.pdf</div> |

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

**146**

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

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

**11**

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres) | <div align="center">View File</div> |
| Upload any additional information | <div align="center">View File</div> |

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

**146**

| File Description | Documents |
|---|---|
| Summary of the IQAC report | View File |
| Reports of the Human Resource Development Centres (UGC ASC or other relevant centers) | View File |
| Upload any additional information | View File |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

**Internal Audit**

**The college conducts regular internal and external financial audits. The Internal audit is processed by Finance Officer of the institution regularly. The Finance Committee is constituted as an advisory body on all matters concerned with the finance of the college. The budget proposals prepared by the departments are reviewed by the Finance Committee and then forwarded to the College Governing Body for the process. The College Correspondent Scrutinizes and passes all the Bills which is approved and signed by the Chairman.**

**External Audit**

**The auditor appointed by the Trust performs Annual Statutory Audit of the financial statements of the college. The financial records are audited by a Chartered Accountant at the end of each fiscal year and the audited statements of income and expenditure, balance sheets are certified. The auditor verifies if the items of revenue, expenditure and items of assets and liabilities get reflected in income and expenditure account and balance sheet as per the requirements. The audit ensures that the financial statements reflect true and fair view of the institutional results and financial status pertaining to the period under audit.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://stet.edu.in/AQAR/2022-2023/CRI-VI/6.4/6.4.1/additional/Additional.pdf |

**6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)**

908960

| File Description | Documents |
|---|---|
| Annual statements of accounts | View File |
| Details of funds / grants received from non-government bodies, individuals, philanthropists during the year | View File |
| Any additional information | View File |

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The financial resource for the institution is mainly from the term fees collected from the students, and management contributions. The products developed in the Institution such as vermi compost, edible mushrooms, Reddicure ointment, crop based micronutrients are sold at subsidized cost to the farmers and the fund is credited into the corpus fund account. Alumni of the institution contribute voluntarily money, goods and instruments. Revenues also generated through consultancy works. Research grants from both Government and non government agencies are obtained and utilized for research and infrastructure development. Endowments are offered for financial support to students' sponsorships are obtained for the conduct of research seminar/Conference/Workshop.

Optimal Utilization of Resources: The finance committee, College Governing Council & Principal is authorized for making decisions on management of funds. The annual income is spent for the library resources, infrastructure augmentation, research and support services like purchase of equipments, chemicals, software's, computers and related accessories, salary, organizing extracurricular activities, promotion of clean- green ecosystem, bills of telephone, internet, website, electricity, water resources, students' scholarships and welfare measures of the staff, maintenance of physical facilities and miscellaneous expenses.The hostel and bus operations are by the amounts collected from the students.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | https://stet.edu.in/AQAR/2022-2023/CRI-VI/6.4/6.4.3/Paste%20the%20link%20Any%20additional%20information.doc |

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles) IQAC Initiated various programmes to improve the teaching learning practices, encourage interactive sessions with more emphasis on enhancing communication skills of students through experiential learning, participative learning, Activity Based Learning, collaborative learning and Problem solving learning practices. IQAC, in tune with the motto of the college to educate the rural women learners and empower them with global proficiencies, has contributed the following.

- Curriculum of Outcome Based Education containing Programme Outcomes, Programme Specific Outcomes and course outcomes for all programmes and courses were developed by the initiatives of IQAC.
- Online teaching and learning facilities and initiatives were enhanced by IQAC through provision of interactive boards, creation of e-contents, Google class rooms etc.
- IQAC was instrumental in refining and fine tuning, analysis and report on the feedback of syllabus from Students, Teachers, Parents, Alumni, Stakeholders.
- Student Satisfaction Survey and Exit survey on OBE were designed and implemented by IQAC.
- Modalities for setting up of incubation centre for Startups were established through the efforts of IQAC.
- IQAC focused in organizing various Faculty Development Programme such as Implementation of outcome based education, Stress management , Identification of Government and Non Government Funding agencies and research proposal

**writingWorkshop on Statistical Applications, How to write research paper , Bibliographic information sources in academic world, Professional Development Programme on Learning outcome based Curriculam Framework etc.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://stet.edu.in/internal-quality-assurance-cell-iqac/](#) |

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

**In the teaching and learning process, with the initiative of IQAC, many opportunities have been provided for the students and faculty to evolve new ideas in teaching and learning. The implementation of learners-centric teaching learning practices like experiential learning, participative learning, Activity Based Learning, collaborative learning and Problem solving learning practices are being reviewed by IQAC and suitable actions were taken. The students have been assisted by faculty effectively to utilize available resources to create web page, to write in blogs, to create e certificates to prepare e-content, implementing the learning skills or applying the theoretical aspects into the practical field to acquire skills. The learning outcomes and attainments were periodically reviewed to continuous internal assessments, end semester examination and Exit Surveys from outgoing students to upgrade the quality of teaching learning and evaluation processes. Feedbacks on curriculum are collected from various stakeholders to revise the curriculum to cater to the local, national, regional and global developmental needs. Results of semester evaluations are analyzed with all stakeholders concerned and necessary actions are taken by IQAC.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [http://stet.edu.in/AQAR/2022-2023/CRI-VI/6.5/6.5.2/paste the link/paste the link.doc](#) |

| 6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification) | A. Any 4 or all of the above |
|---|---|

| File Description | Documents |
|---|---|
| Paste the web link of annual reports of the Institution | https://stet.edu.in/jociqav/2023/12/Annual-Report-2022-2023.pdf |
| Upload e-copies of accreditations and certification | View File |
| Upload details of quality assurance initiatives of the institution | View File |
| Upload any additional information | 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

Our Institution offers Gender studies course in VI semester which is mandatory course for all under graduate students. Women are given equal opportunity in leadership position and governance. To promote Gender Equality awareness programmes such as "Save Girl Child, National Conference on "Women Empowerment through Entrepreneurship, Gender Equality, Constitutional provisions for women empowerment,Legal Rights for Women Empowerment, hygiene and sanitation,Menstrual Hygiene,Cyber Security, Wome's day celebration,Lactatation week celebration,Constitutional provisions for women empowermentwere conducted. Hostel students are not allowed to go outside the campus without parents or guardian. Students are trained in martial arts as Karate and Silambam for self-defense. Grievances redressal and anti-Ragging cells are actively functioning which provides an opportunity for students to voice out their problems.Counselling was given to the students for academic and other issues/problems like exam, matrimonial, medical, career and moral issues to ensure their safety.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional Information | http://stet.edu.in/AQAR/2022-2023/CRI-VII/7.1/7.1.1/Paste_Link.docx |

| **7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment** | **A. Any 4 or All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Geotagged Photographs | [View File](#) |
| Any other relevant information | [View File](#) |

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The bio degradable wastes such as plant litters, old newspapers, paper card boards are transported separately to the composting yard, and transformed into organic manures by Vermicomposting and used for garden A project on biotransformation of lignocellulosic wastes into organic manure is undertaken as a continuous process. The vegetable wastes and food wastes generated are collected separately and subjected to compost unit.

The non bio-degradable wastes such as tin, glass, plastics, are send to venders dealing with recycling. The sanitary napkins, and the cotton used in the laboratories are made into ash by using incinerators. The waste water generated in the hostel is treated and used for the purpose of Irrigation of coconut farms.

The biologically contaminated waste materials such as media and microbial culture are sterilized using autoclave, disinfected and disposed in labeled disposable bags and disposed in pits and incinerated. The outdated computers are exchanged at the time of upgradation. Other types of e-wastes are collected, stored and disposed off through agent/vendors.

Waste water and Grey water are collected and treated using recycling pit.

**The chemicals used in the chemistry laboratory are disposed after dilution collected in choke pits and released. Acids are neutralized and released**

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geotagged photographs of the facilities | View File |
| Any other relevant information | 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 |
|---|---|
| Geotagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

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

| File Description | Documents |
|---|---|
| Geotagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

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

| | |
|---|---|
| **7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**<br><br>1. **Green audit**<br>2. **Energy audit**<br>3. **Environment audit**<br>4. **Clean and green campus recognitions/awards**<br>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 | View File |
| Any other relevant information | View File |

| | |
|---|---|
| **7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,** | **B. Any 3 of the above** |

**reader, scribe, soft copies of reading materials, screen reading, etc.**

| File Description | Documents |
|---|---|
| Geotagged photographs / videos of facilities | View File |
| Policy documents and brochures on the support to be provided | View File |
| Details of the software procured for providing assistance | No File Uploaded |
| Any other relevant information | View File |

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

**Learning resources are designed and employed to meet the growing need of students from multicultural and linguistic backgrounds. Tutors are arranged for students to learn Hindi, Sanskrit and Arabic. International Mother Language Day is observed every year to promote linguistic and cultural diversity and multilingualism.**

**To honour Mother Language Tamil Literacy award was awarded every year to famous Tamil Litterateur with the cash prize of Rs.1,00000 .**

**A stanza from holy books were recited by the students on Independence day and Republic day.Gandhi Jayanthi was celebrated to remember Sathyagraha and village swaraj and his dedication as freedom fighter.**

**National Unity Day is celebrated to commemorate the birth anniversary of Sardar Vallabhai Patel. The International Women's Day was celebrated to raise awareness about status and dignity of women. In National Flag Day Flag stickers were provided for fund collection and to promote the harmony and national integration merits.**

**Pongal, the Tamil harvest festival, is celebrated with a distinctive style, the students, dressed in traditional attire.Chirtmas and New Year was also celebrated .**

**Dussehra festival celebrated with soul stirring bhajan was**

**presented by the students of choir group and workships were followed in General library,Labaratory and all classrooms of institution.**

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |

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

**The college has established policies reflecting core values. Code of conduct for students and teaching faculty has been framed separately under UGC norms. Various clubs and departments organized annual events and sensitization programme on universal values and ethics. 'Constitution day also known as 'Samvidhan Divas' was celebrated on 26th November 2022.**

**Protecting the health and vigor of a worker, both while in service and post-retirement, is a fundamental rights under Article 21. To promote gender equality, indigenous peoples and migrants' rights. Social Justice Day Pledge was taken by students. Departments organized programmes on fundamental rights**

**Flying of National Flag with respect and dignity being a fundamental rights. Flag stickers were provided to the students for fund collection to create the harmony and national integration.**

**National Service Scheme unit associates with the Government Raja Mirasdar Hospital, Thanjavur in blood donation campaigns. Dress Donation Programme arranged and dress worth of Rs 3,00,000./ were donated to the poor people**

**To encourage the youth to participate in the electoral process and to focuses on the fact that the right to vote is a basic right of citizen National Voters Day was celebrated and the students took oath.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values necessary to transform students into responsible citizens | [View File] |
| Any other relevant information | [View File] |

| | |
|---|---|
| **7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the 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 programmes, etc. in support of the claims | [View File] |
| Any other relevant information | [View File] |

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

**Our institution aims to inculcate values and nationalism among the students by celebrating the national and international festivals, events and commemorative days by its own distinctiveness.**

**National festivals like "Independence Day" and "Republic Day" are celebrated as an integral part of every year in the college. National flag was hoisted and addressed the students regarding the sacrifices made by the national leaders and martyrs for the independence. A stanza from Bhagavath Geetha, Kuran and Bible were recited by the students in order to promote religious harmony.**

**Gandhi Jayanthi was celebrated to remember his ideals 'ahimsa', sathyagraha,non violence, civil disobedience and village swaraj.The International Women's Day was celebrated for the purpose to raise awareness about the status and dignity of women amongst the students. Pongal Festival was celebrated as the "Thanks Giving Day to Nature" in traditional way and also extended the celebration as Samathuva pongal and community fest. The college also celebrated health related events like lactation week, diabetes day, dietetics day, polio day,AIDS day, deworming day and constitutional day ,voters day, unity day, youth day, managers day.The college also celebrated the birth and death anniversary of several other great Indian personalities like Dr.A.P.J.Abdul Kalam,Dr.J.Jayalalitha,Dr.Sarvepalli Radhakrishnan M.G.Ramachandran every year.**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for during the year | View File |
| Geotagged photographs of some of the events | View File |
| Any other relevant information | View File |

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**BEST PRACTICE-I**

**TITLE OF THE PRACTICE**

**Special Computer hardware workshop for studentsto motivate and enrich computerknowledge.**

**AIM**

**To improve the knowledge status of the students in order to achieve their curricular performance.**

**THE CONTEXT**

**Hardware class and software training has been implemented to facilitates the students with basic applied knowledge of computers**

**through well defined hands on exercise.**

**BEST PRACTICE —II**

**TITLE OF THE PRACTICE:**

**Waste management by harnessing the power of microbes and ensuring sustainable practices.**

**AIM**

**To improve sustainable development and utilizing microbial potentials for healthy life.**

**THE CONTEXT:**

**Harnessing the power of useful Microbes in all possible ways of life through continuous researches in the academic background.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://stet.edu.in/institutional-best-practices-2019-2020/ |
| Any other relevant information | http://stet.edu.in/AQAR/2022-2023/CRI-VII/7.2/Additional/Additional_link.docx |

## 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

**Our college was established in 1994 with the vision of providing quality and excellent higher education exclusively for rural women fold, who hail from socially and economically weaker sections of the agricultural society, has a mission of empowering the rural women. Institution was awarded autonomous status by UGC. To offer high quality research facilities distinctive and wellestablished labs, centralized instrumentation facility, animal house, herbal garden, field research station, Biominin laboratory, STET Bio Floral Product Development and Research Centre, Mushroom cultivation farm are established. The students of this institution recorded more than 420 foliicolous-fungi, among which 139 fungi are new discoveries. The college library has 59253 books and subscribes 191 journals and magazines, N-list, INFLIBNET,**

**Shodhganga, Shodhsindhu and Delnet. Well established IT facilities, English language lab, Mat lab and Incubation Centre are available 42 buses are operated for the rural women students. 20 KW solar power plant is installed Students are trained in Martial Arts. NCC (SW) unit through FSFS scheme and 8TN (Bn) Kumbakonam army wing with three platoons and 160 cadets is functioning The Ministry of Higher Education, Government of India, has selected our institution as a District Sustainability Mentor for Thiruvarur District.NAAC has recognized this institution as 'Mentor' institution under 'PARAMARSH' scheme to facilitate the non-accredited institutions to get accredited themselves.**

| File Description | Documents |
| --- | --- |
| Appropriate link in the institutional website | http://stet.edu.in/AQAR/2022-2023/CRI-VII/7.3/7.3.1/Appropriate%20link%20in%20the%20institutional%20website.docx |
| Any other relevant information | View File |

7.3.2 - Plan of action for the next academic year

**Introduce Certificate courses skill-oriented value added courses**

**More extension activities, Industrial visits, field visits and internships**

**Initiative has to be taken to enroll and register in National Institutional Ranking Framework**

**Planned to upgrade the Computer laboratory**

**Planned to construct Animal House for research activities**

**CAS for staff to be initiated**

**Achievement of Cent percent results**

**Participate a greater number of short term and refresher courses**

**Training on e-content and ICT enabled teaching for faculty members**

**More activities for Slow and Advanced learners**

**Studdents are to be motivated to attend more Competitive examinations and to complete NPTEL**

Faculty members with Ph.D obtain Research Advisorship

More number of International,National and regional seminars,Conferences and workshops

Seed money to faculty for research by management

To increase publications in Web of Science, Scopus Indexed and UGC Care listed journals

More number of MoU's

Trainings are scheduled to the faculty members for question bank preparation based on Bloom's taxonomy

Apply more research proposals for funding

Procure a greater number of books

Increase of Transport facilities

Management meet,technical symposia,Exhibition and more Inter collegiate Sports, Fine arts and other part V events

Strengthen Alumni contribution

Conduct Mega job fair

More number of Faculty development programmes