Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SHRI SHANKARLAL SUNDARBAI SHASUN JAIN COLLEGE FOR WOMEN**
Name of the head of the Institution	**Dr Sambamurthy Padmavathi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**044-24328506**
Mobile no.	**8754440183**
Registered Email	**iqac@shasuncollege.edu.in**
Alternate Email	**gvsampad@shasuncollege.edu.in**
Address	**3, Madley Road, T Nagar,**
City/Town	**Chennai**
State/UT	**Tamil Nadu**
Pincode	**600017**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr S Rukmani**
Phone no/Alternate Phone no.	**04424328507**
Mobile no.	**9841586236**
Registered Email	**rukmani@shasuncollege.edu.in**
Alternate Email	**suma@shasuncollege.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://shasuncollege.edu.in/wp-content/uploads/2017/11/AQAR-2016-17.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://shasuncollege.edu.in/wp-content/uploads/2019/11/handbook_2019_20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.03**	**2013**	**05-Jan-2013**	**04-Jan-2018**
2	**B++**	**2.9**	**2018**	**16-Aug-2018**	**15-Aug-2023**

6. Date of Establishment of IQAC	**17-Nov-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Staff Orientation Programme	01-Jun-2018 1	25
FDP on Curriculum and course details	04-Jun-2018 1	25
Ethical Principles and Professionalism in Teaching	05-Jun-2018 1	25
Active & ICT Enabled Teaching	06-Jun-2018 1	25
NET/SET Coaching	07-Jun-2018 2	25
FDP on Inspired Teaching(Emotional Intelligence Innovative & Creative teaching techniques, Moral Values)	22-Jun-2018 1	45
FDP on Communication: A Gateway to success	12-Jul-2018 1	35
ISO Certification Audit	19-Jul-2018 2	154
FDP on Enhancing quality in teaching learning	26-Jul-2018 1	35
FDP on Higher Education Autonomy Research Assessment	24-Aug-2018 1	35
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8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File

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

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

• As per peer team recommendations, IQAC composition reconstituted. • IQAC reviewed academic performance and conducted academic audit of all departments and suggested step to improve the teaching and learning process. • An academic Advisory Council was constituted. • An incubation centre SHABASH was created. • Established Centre of Excellence for Retail.

[View File](#)

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Committee	03-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes

Date of Visit	19-Jul-2018

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019

Date of Submission	04-Feb-2019

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Shasun eVarsity is the Management Information Systems developed supported by Firstline InfoTech Pvt. Ltd. exclusively for the institution. It is

the integration of various institutional functions using information technology. It is commonly used as a software package for enhancing the operational efficiency of an institution. It is a composition of software modules assisting people to achieve their goals at faster rate. This "leapfrog" into the future will empower staff and students to access information and provide services through an intuitive and integrated interface, and ultimately aims to provide access to standardized college data. Following are the various modules in eVarsity shasun(ERP). ? Planning and Development ? Administration including Finance and Accounts ? Student Support • Scholarship • Grievances • Alumni ? Academics • Admission • Feedback • Examination • Library ? Workforce • Leave Management • Payroll Along with the above mentioned modules, ERP grants students easy access to student related information through student portal wherein students can view their attendance, marks, fee due etc. Online payment of college fee can be done by this portal. Access is given to the parent to view the performance of their wards.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college follows the curriculum of University of Madras for all its courses through a well planned and documented process. The college has taken proactive initiatives to ensure effective curriculum delivery of the University. Every stage of curriculum delivery, its plans and procedures are well documented in the academic calendar, brochures, prospectus and notice boards. A lesson plan/course file containing the prescribed syllabus, a record of class work and assessment is prepared subject wise to ensure effective course delivery. The variety of teaching techniques such as concept mapping, journal writing, theoretical derivations, group dynamics are also incorporated in the class work record. Course objective and course outcome is also specified. Course outcomes are mapped with program specific outcomes and its attainment is assessed and evaluated in log book. Laboratory manuals are prepared for all practical subjects by considering the subject curriculum. The institution makes intensive use of ICT in course delivery. The entire campus is Wi-Fi enabled and all the classes have LCD projectors to enable content delivery through presentations, videos and online materials. Blending of traditional teaching/learning methods with advanced and latest technology such as Flipped classroom, Google classroom Coll Poll App (learning management app) capture the interests of the learners

in a better way and promote interactions in the classroom. Online submission of assignments, role play, case studies, self learning and peer learning are also encouraged. Through the curriculum, the college also delivers varied opportunities from time to time for the students to have exposure through experiential learning, practical assignments, field trips and internships. The effective curriculum delivery is also ensured through Guest lectures for the students. Guest lectures are arranged periodically and the topics covered are pertinent to the syllabus and it provides added credibility to the given content. Internships give an exposure to the corporate world with industry veterans. Industrial visits are arranged for the students to gain practical exposure of their curriculum. Apart from the above, the institution also associates itself with professional bodies to deliver lectures regularly and offer courses to make students industry ready. To make the curriculum delivery more effective, in each semester, the feedback from stakeholders is collected and executed through effective teaching plans The curriculum delivery to the slow learners is ensured through well planned and customized lesson plans organised by way of bridge courses, remedial education, etc. Likewise, in case of advanced learners curriculum delivery is also ensured through experiential learning, participative approach of problem solving, activity based learning, development of creative writing ability, constructivism learning, learner driven pedagogy, book reviews, management games, quiz competitions, workshops, and appropriate need based seminars.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Beauty Therapy		12/10/2018	8	Employabilit y Entrepreneurship	Beautician
Bakery Products		12/10/2018	8	Entrepreneurship	Baking

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	English	07/06/2018
BSc	Home Science (ID & D)	07/06/2018
MPhil	Computer Science	18/06/2018
	View File	

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English	07/06/2018
BSc	Home Science (ID & D)	07/06/2018
MPhil	Computer Science	18/06/2018

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

	Certificate	Diploma Course
Number of Students	66	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college administers 360? feedback system to get feedback from all the stakeholders of college. The feedback is collected from students, parents, teachers, alumni and employers. Student feedback is received from the students at the end of each semester .It is analyzed and report is shared with the subject in charges. The institution put a lot of effort to make learning teaching process student centric. Staff members get their feedback through self evaluation and peer evaluation. The report is discussed in Appraisal meeting of Staff members. Class observations are monitored by HODs and the suggestions are shared with the staff members. Parents feedback is received in the PTA meet which is organised at the end of each semester. Feedback will be analyzed and the report is sent to the management members for suggestions. The college also gets feedback from alumni students and the recommendations and suggestions will be incorporated in the functional style of institution. The Employers register their feedback about the students' performance both at the time of interview and also at the workplace.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3744	135	127	8	19

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Toolsand resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
154	144	54	54	1	2

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has been practicing a system of mentoring whereby a faculty is being allocated to every student to look after her academic and psychological wellbeing and also to monitor class attendance and performance. The Mentoring system facilitates to understand the students issues and corrective measures are taken to promote better learning habits. Each student of the college is attached to faculty mentor for personal guidance, career advancement and development. Faculty members continue to be the mentors with the students allocated to them for their entire stay at the college. Every faculty member is expected to create a rapport with the student mentee, encourage her to ask questions, attempt to clarify doubts and facilitate counseling on different issues. A mentor focuses on the mentee's holistic development by guiding her in areas like academics, summer internship, career choices, final year placements etc. At the beginning of the academic session, the mentors conduct orientation programmes for the mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating University. A mentor is required to conduct two formal meetings (minimum) per month with their mentees and the report is maintained in the ERP. If required, appointment with the student counselor is fixed and the student is sent to further level of counseling. A mentor is expected to maintain professional standards, improve mentoring skills and exercise good judgment when engaged in every activity involving her mentee and work with mentee to establish mutual respect, friendship, motivation, and measurable goals. Once the journey of three years of mentorship is on the verge of completion, mentor is expected to ensure that her mentee has become selfreliant and selfmanaged person. In addition to the faculty mentors, the meritorious students in each department are identified by the faculties and are engaged in mentoring their peer groups.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3879	154	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
158	137	21	21	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Saroj Singh	Assistant Professor	National Teacher

			Award from AntiCorruption Foundation of India
2018	Dr. T. Vanitha Devi	Assistant Professor	Kalvi Gnani Virudhu from Kaviarasar Kalai Tamil Sangam
2018	Dr. N.Uma Mageshwari	Assistant Professor	Kalvi Gnani Virudhu from Kaviarasar Kalai Tamil Sangam

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				

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

To assess the performance of the students, internal tests are conducted at three intervals as Internal I, Internal –II and Model. The best out of the two and model marks are considered for their internal evaluation. The examination is conducted under the surveillance of CCTV. The college follows the semester system in which Continuous Assessments (CA) and End Semester Examinations are adopted for the academic evaluation of students. The CA includes marks for seminar presentation, assignment, attendance and test papers. The answer papers of tests and assignments are handed over to students after the evaluation to maintain transparency. Each department has a customized evaluation system. The unit tests / model examinations are planned, in line with the schedule in college calendar which is distributed to the students during the beginning of the academic year. Taking into account the number of working days available for each semester, the Principal in consultation with HODs, plan and prepare the schedule chart for unit tests / model examinatio. For all the three year students, 2 unit tests and a model exam are conducted and the portion for unit tests are decided by respective HODs according to Lesson Plan. Duration for I unit tests shall be 50 minutes. Duration for II unit test shall be 1 hr 50 min. Model exam shall be 3 hrs and this examination is conducted strictly in the pattern of the University examination. Model examinations are conducted for all theory and practical courses during the last week of the semester. The tentative schedule is printed in the college calendar. The marks scored in the Unit test / model examination are conveyed immediately to the students as and when it is evaluated. The test papers should be corrected and ranked within 4 days after the test (theory) and distributed to the students for retotaling and clarification, and the doubts may be clarified by the concerned staff members. The respective teaching staff reports the marks obtained in the unit tests /model theory examination to the students of the class with in a week's time after conducting the test/examination. College organizes Parent Teacher Meeting to intimate the academic progress of their respective wards. During this meeting, guidance is given to the concerned student to improve their performance. Parents are also made aware of the responsibility of have a watch on the student in this respect. The End Semester Examinations (ESA) are scheduled, conducted and the answer papers are evaluated by the University for

all the courses.

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

Before the commencement of the academic year, the Principal and Calendar Committee chart the Academic Calendar. The academic calendar is prepared every year and distributed to the students, teaching and non teaching staff. College calendars are duly collected and preserved in the Departments and also in the general library. The departments and the clubs plan and schedule various activities and submit them to the Principal. The Exam committee decides the date of conduct of the internal examination and presents the same to the principal for final approval. The academic calendar enumerates the entire plan of academic activities for the forthcoming year including information about the courses offered by the institution , number of working days in each semester, details about dates for association activities, service forum activities, Apollo screening test for staff and students, Internal tests dates and PTA meetings, Sports activities, placement activities, tentative dates for University theory and practical examination and schedule of internal tests. Common Internal tests schedule for Soft skill,VED and NME are followed as chalked out in the academic calendar.. It is a reliable source of information for the students. The dates for various events fixed in the calendar are strictly adhered to.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://shasuncollege.edu.in/wp-content/uploads/2018/01/Program-outcomecommon.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://shasuncollege.edu.in/wp-content/uploads/2019/12/Student_Satisfaction_Survey_Report_2018_19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
HR Conclave	All UG and PG Programs	16/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Situational Leader Award	Ms. Shanmugapriya	Ooruni Foundation, NonProfit – NGO	02/03/2019	Situational Leader Award

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Entrepreneurial Cell	SHABASH	Self	Aavin Parlour	Retailing of Milk Products	12/07/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
4000		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
B.Com(Accounting and Finance)	1
BBA	2
BCA	2
MSC	2

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self

					the publication	citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	35	4	12
Presented papers	8	5	1	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Beach Cleaning	Indian Bank at Marina Beach	Enviro Club Swachh Bharat Beach Cleaning	2	200
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
AISEC	4	College	45

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
[View File](#)					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
[View File](#)			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
196	**131**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	**Existing**
Class rooms	**Existing**
Laboratories	**Newly Added**
Seminar Halls	**Newly Added**
Classrooms with LCD facilities	**Newly Added**
Classrooms with Wi-Fi OR LAN	**Newly Added**
Seminar halls with ICT facilities	**Newly Added**
Video Centre	**Existing**
Value of the equipment purchased during the year (rs. in lakhs)	**Newly Added**
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	**Newly Added**

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation

Customised ERP	Fully	1.0	2016
RFID	Fully	1.0	2017

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	422	10	200	0	0	29	45	200	50
Added	5	0	0	0	0	0	2	0	5
Total	427	10	200	0	0	29	47	200	55

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

200 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Central Computing Lab, Recording Audio Room Editing Room	https://www.youtube.com/watch?v=rq1fPuY6ii0, https://www.youtube.com/watch?v=tpXIXVdxqfA https://www.youtube.com/watch?v=eYmXtp_hZg4 Video Link: https://shasuncollege.edu.in/e-content/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
490	545	119	209

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Scholarship	336	8306685
Financial Support from Other Sources			
a) National	Other Scholarship	103	744000
b)International	0	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
[View File](#)			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	SWEEP Focus IAS Academy/ Career Counselling	130	1257	0	570

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations	Number of students	Number of stduents placed	Nameof organizations	Number of students	Number of stduents placed

visited	participated		visited	participated	

<div align="center"><strong style="color:red">No Data Entered/Not Applicable !!!</div>

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

<div align="center"><strong style="color:red">No Data Entered/Not Applicable !!!</div>

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	**1**

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

Activity	Level	Number of Participants

<div align="center"><strong style="color:red">No Data Entered/Not Applicable !!!</div>

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

<div align="center"><strong style="color:red">No Data Entered/Not Applicable !!!</div>

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

The council has organized and volunteered more than 50 events this year apart from their regular routine duties. The events include College Day, Farewell, Certification and Valedictory day, Moving Screening, Bridge Course orientation, Talent Hunt, Cultural Events, Sports, International Yoga day, Basic Life Support Training, Organ Donation Day Session, Independence Day Celebration, Onam, Cleanliness Awareness Program, Graduation Day and College Day. The council also coordinated a session organized by Nallakeerai team, named Thanks2farmers. The Student Council sold Rs.18,000 worth tickets for the welfare of the farmers. The council helped the Police Department by surveying the CCTV Monitoring in and around T. Nagar. The council created an awareness program on Plastic Free Zone. The Student Council along with Heritage Club visited Kaliyanur Village and celebrated Pongal with them. They conducted various games for the children and the elders. Internal Quality Assurance Cell, students' council and various clubs have student representatives. The students' representatives are guided by the faculty coordinator of the respective committee. Students' inputs are obtained formally and informally before decision making.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, The institution has registered Alumni association. It was made on 21.03.2019 in the name of Shri Shankarlal Sundarbai Shasun Jain college for women Alumni association

5.4.2 – No. of enrolled Alumni:

1225

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

612700

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution has been practicing decentralization and participative management in most of its functions by giving ample freedom and flexibility to the staff. The organizational structure indicated the level of decentralization practiced in the institution. Coordinators are appointed for different activities and are given freedom to carry out their function effectively and efficiently. Exam cell, administration, Internal Quality Assurance Cell (IQAC) are some of the bodies which function in a decentralized manner. The student council of the institution has its own roles and responsibilities and all the functions are carried out by the student body themselves. Parent Teacher meetings, Placement team, eminent academicians and industrialists in the IQAC advice on the effective functioning of the institution. At Shasun, the HoDs and faculty members enjoy the operational autonomy to plan their departmental activities. The HODs, in addition to managing the daytoday activities of the department, invite the faculty members to discuss various issues like the seminars to be organized, the tieups, the guest speakers, inter department and Intercollegiate competitions, exhibitions etc. Every faculty member is given opportunity to present her views and suggestions during these brainstorming sessions relating to the above issues. The students are also given opportunity to take part in the discussions. I Seminars: The departments are given autonomy in planning and organizing Seminars. They have the freedom to decide the theme of the seminar, collaboration with renowned industry entities for the seminar, level of seminar, Guest speakers / Moderators, preparation of the budget for financing of the seminar, Date of the seminar in consultation with the college diary and other logistics in the conduct of seminar. The proposal of the seminar is submitted to the principal along with the budget for final approval. II. Intradepartment / InterDepartment/ Intercollegiate Competitions: The departments are given full freedom in deciding whether to conduct the competitions for students at inter department or at Inter collegiate Level. The number of competitions to be conducted, the numbers of days, and the modus operandi in conducting the competitions are entirely decided by the faculty of the department. III. Guest Lectures: The faculty members have full freedom in inviting guest speakers from the industry to share their practical knowledge and expertise with the students. The confirmation is to be secured from the head of the institution by showing the budget and the profile of the speaker.

IV. Industrial Visits: The faculty members identify the industry to be visited and seek the permission from the industry. The autonomy is given to the faculty members for selecting the industry. V. Workshop / FDP Various workshop/Faculty Development Programmes were conducted in order to enrich the knowledge in current trend. VI. Library The requirements of books are given by the faculty members from each department. The faculties can access the journal/magazine for the research purpose. The library is wellstocked with 20,000 volumes of books including UGC NET books,39 journals, 10 newspapers,18 magazines, audio and video library along with reading facilities for the exclusive use of students and faculty.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	All class rooms are equipped with a LCD projector and a system for presentations. All rooms are equipped with bulletin boards for displays. The campus is fully Wifi enabled. The Visual Communication labs are fully equipped with stateoftheart studio facilities. Computer labs are fully equipped with latest software and multimedia facility. The electronics lab is equipped with microprocessor kits. The library is wellstocked, computerized fully air conditioned with 20,000 volumes of books, 39 journals, 10 newspapers,18 magazines, audio and video library along with reading facilities for the exclusive use of students and faculty. Eresources such as inflibnet, proquest, MOOC and Nlist etc are available. The campus has an airconditioned seminar hall with the capacity of 150 seats. The students can play cricket, football, volleyball, hockey, kho – kho, silambam, chess, caroms, table tennis, karate, aerobics, and gymnastics. There is ample space and regular coaching to aspirants of the above games provided by the college. The campus has a well ventilated, large dining hall with kitchen attached. College has signed MOU with Apollo hospital. A full time clinic has been set up within the premises.
Admission of Students	Online application is available at the link http://183.82.33.46/shasunonline /application/trasaction/applicationIndex .jsp. The completed eapplication has to be registered in the college. The

	registration of application should be completed within 10 days of the publication of results of the qualifying examinations in Tamil Nadu. College encourages CBSE students to avail provisional admission based on the performance in school exams. The intimation on admission to the course opted, date of interview and fee will be sent through SMS to the registered mobile number. The candidates to be present along with the parent/guardian on the specified date and time of interview and complete the admission process. Entrance exams are conducted for the candidates who have applied for M. Phil courses.
Curriculum Development	Our institution follows the syllabus framed by the University of Madras. The University amends the syllabus when the need arises. Apart from this, the college offers certificate courses to all the students. The curriculum for the certificate courses are framed by the college. Curriculum deployment is planned, purposeful and progressive, and systematic process to create positive improvements in the educational system. There is a need to update them and address to the needs of the society. The college offers 15 certificate courses to the students such as food nutrition, QT, E banking, Tally, Income tax, Business statistics, Python, Portfolio Management, Android App, 2D animation, Sound recording and editing, PHP, Personality enrichment, Research Skills with SPSS and Life skills.
Teaching and Learning	The college adopts advanced teaching and learning methods through Learning Management Systems. All classrooms are ICT enabled. Apart from lecture method and board and chalk method, the teachers engage the students to involve themselves in the form of active learning through flipped classroom. The teachers send notes, questions and solution to the problems through collpoll. This contributes to the active participation of the students in the classroom and all the students involve themselves in the subject. Lesson plan is prepared and day wise record of topics covered is recorded in the course file.
Examination and Evaluation	Internal assessment test done through

	online mode. Certificate course evaluation and career training programme assessment done through online. Calculation of Continuous Internal Assessment are automated through ERP.
Research and Development	Shasun Knowledge Centre (SKC) is established to promote the research interests and academic performance of the teachers. A half yearly journal 'knowledge Economy' with registration under the RNI and ISSN has been brought out regularly since March 2011. The centre organises orientation programmes and Faculty development programs to develop the teaching skills and research skills of the teachers. The research scholars are given on duty and leave for their research purposes. The college has a separate research department for commerce and computer science. They encourage the students to take up research papers and publish in renowned journals and books.
Industry Interaction / Collaboration	A forward looking liaison cell named as Shasun Alliance with Industry (SAI) was launched to strengthen the relationship between the institution and industry through an array of activities. An advisory committee with the members Ms.Divya Sukumar, partner of M/S Sukumar and Associates, Chartered Accountants, Chennai, Ms.Leena Anil, Founder and MD, Success Manthra , Mr.Sreyans Bardia, Cofounder and Director, BOT VFX, and Mr. S. Velmurugan, DirectorProjects, Analytics and Information Management, CTS was constituted to share the inputs and help the students to be employable. MoUs and MoAs were signed with various industries to facilitate the Internship, Industrial Visits and Placement
Human Resource Management	The college has a welldefined policy for recruitment, compensation, performance, evaluation, and training for teaching and nonteaching staff. Yearlong training programmes are given for faculty development. Faculties are encouraged to present papers in reputed journals. Incentives and leaves are given to the faculties those doing Ph.D. Creche facility is available for children of the employee.

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

E-governace area	Details
Planning and Development	User Manager supports the user by dashboards. In addition it provides and restricts the access to the entire component in ERP. Employee division creation, employee information are maintained in the Workforce module. The Academic module covers the feature like class room creation, staff and class time table creation, attendance entry, student activities monitoring and mark entries. Library module holds information about books stored in the repository. Books retrieval and renewal are done through ERP. RFID is used to track the book and it provides security.
Administration	Major activity of this module includes creation and updation of student and employee master. Certificates like bonafide, transfer are digitized. Sms is sent to the parent in order to inform them about certain announcements. Leave Management facilitates the staff to apply / approve leave and permission. Reports related to number of leave availed and leave status can be viewed.
Finance and Accounts	It mainly covers activities specific to closing monthly accounting operations. It includes VAT closing, Income and Expenses closing, fee collection, payroll generation etc.
Student Admission and Support	Admission module addresses the functioning of admission process of our college. It enables us to create applications, courses and fee structures. When the student get admitted all the above three elements are integrated. Manual selection process and certificate verification process is digitized in this module. Students and staff feedback are processed and the reports are generated for further action. Alumni association activities are registered and the reports are generated for the feedback of alumni.
Examination	Online exams and assignment are conducted through MCQ module. Marks are integrated with the internal marks of the students. University marks are uploaded.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	R. Aparna	ICISPC2018	NA	45651

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Growth with stability	NA	22/03/2019	22/03/2019	30	0
2018	Unwind	Unwind	16/07/2018	15/09/2018	155	29

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
154	154	46	46

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Medi claim facility upto 2 Lacs, 2. Meditation, 3. Creche, 4. Gym, 5. Incentives on completion of PhD, 6. Bonus at the time of Diwali, 7. Interest free loan	1. Medi claim facility upto 2 Lacs, 2. Meditation, 3. Creche, 4. Gym, 5. Bonus at the time of Diwali, 6. Interest free loan	1. Insurance for students upto 1 lac, 2. Scholarship to student under 5 categories upto 70 Lac, 3. To provide breakfast for Sports students.

6.4 – Financial Management and Resource Mobilization

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

Yes. The institution conducts internal and external financial audits regularly

and suitable action is taken based on the recommendations

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**Yes**	**Bureau Veritas Certification**	**Yes**	**Internal Audit Team IQAC**
Administrative	**Yes**	**SREEDHAR, SURESH RAJAGOPALAN Chartered Accountants**	**Yes**	**R V K S Associates, Chartered Accountants**

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

Representation in IQAC. Syllabus framing for VAC. Suggestions for Infrastructure development.

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

No Data Entered/Not Applicable !!!

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

• Restructuring of PG department to ensure that only Ph.D qualified teachers handle the classes. • Multidisciplinary courses and Courses leading to research degree was introduced. • Academic Council was constituted. • Establishment of Center of Excellence in Retail

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Yes**
c)ISO certification	**Yes**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
[View File](#)					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness on vishaka guidelines	27/11/2018	27/11/2018	55	45
Street play on National girl child day	24/01/2019	24/01/2019	70	80
Should we parent boys and girls differently?	24/03/2019	24/03/2019	45	35

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
43 percentage of Power Consumption through LED Bulbs and Bio gas Plant.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	11
Provision for lift	Yes	8
Ramp/Rails	Yes	8
Braille Software/facilities	Yes	0
Rest Rooms	Yes	8
Scribes for examination	Yes	1
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	1	30/11/2018	3	Gaja Cyclone Relief	Contribution of Relif Materials	40
2019	0	1	30/01/2019	1	Swachh Bharath Beach Cleaning	Cleaniness	40

2019	1	0	08/02/2019	1	Traffic Awareness Rally	Awareness on Traffic Rules	30
2019	0	1	02/02/2019	1	Blood Donation Camp	Health	30
2019	0	1	22/03/2019	1	Awareness on Voting	Election Awareness	150
2018	1	0	08/07/2018	1	1500th Health Mega Mela	Health Issues	30
2018	0	1	02/02/2018	1	Temple Cleaning	Cleanliness	25
2018	1	0	05/05/2018	1	Street Play	Awareness on Plastic Usage	10
2018	0	1	09/09/2018	1	Door to Door Awareness	Sanitation	30
2018	1	0	13/08/2018	1	Bus Stand Cleaning	Cleanliness	30
2018	0	1	25/08/2018	1	Kerala Flood Relief	Contribution of Relif Materials	10
2018	0	1	24/09/2018	1	Temple Cleaning	Cleanliness	20
2018	1	0	09/10/2018	1	Survey on CCTV camers	Safety Issues	50
2018	0	1	15/10/2018	1	Peace Rally	Awareness on Peace	100

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

Title	Date of publication	Follow up(max 100 words)
Hand book on human values and professional ethics	02/01/2018	Awareness created

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence day celebration	15/08/2018	15/08/2018	70
Swachh pakhwara Champaign seminar	15/08/2018	15/08/2018	100
NSS Golden Jubilee year celebration	29/09/2018	29/09/2018	100
Gandhiji day celebration (Peace	02/10/2018	02/10/2018	1010

Day)			
APJ Abdul Kalam Birthday Celebration	15/10/2018	15/10/2018	40
Rashtriya Ekta Divas	31/10/2018	31/10/2018	45
Yoga session	19/12/2018	19/12/2018	20
Youth Parliament	17/01/2019	17/01/2019	13
Republic Day Celebration	26/01/2019	26/01/2019	130

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

1. Environment club conducted workshop on Making Paper Bags on 23.08.2018 for Shasun Bazaar Stall Owners in an attempt to encourage plastic free bazaar. 2. Environment Club students made paper bags to be used for Chief Guest Mementos and for Sapling during various college events to ensure a plastic free environment from 01.09.2018 to 10.09.2018. 3. "Plastic Ocean" Documentary was screened to 150 students to make them aware on Plastics and Nature protection on 18.09.2018. 4. Students of Environmental Club and Advertisement Club jointly organised a twoday presentation and demo on Hazards of plastic use and Consumption of junk food on 17.09.2018 and 18.09.2018 for 200 students. 5. Members of the Environment Club participated in the Swachh Bharat Beach Cleaning initiative organised by Indian Bank at Marina Beach on 31.01.2019. 6. Environment Club organised plants and seeds sale and an exhibition on 15.02.2019 on the topic 'We, the Environment' highlighting the importance of living with nature, terrace gardening, balcony garden and organic home farming. The theme of the expo was 'Let Nature Live, And Nature will Let You Live'.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Shasun Enactus Women are the main back bone of a family. Women empowerment is by providing the tools, training, resources, encouragement and motivation to women and also monitors their performance at the optimum level. Educating women in village about business will help them to know their ability in generating income, right to control and benefit from the resources, assets, income and also ability to manage risk and improve their economic status and well being. To accomplish their goal, ENACTUS SHASUN, have adopted a village kalliyanur, near kanchipuram district, Tamilnadu. India. The motive behind adopting the village are Women empowerment, Under poverty population is high, Education system low for women and Illiterate and destitute women percentage is increasing annually. We ENACTUS SHASUN, took an initiative to achieve our goal by setting up our entrepreneurial spirit to womenby taking part in the bazaar. The day was a indeed great for everyone of us, who took part in this, some learned teamwork, some became new designers, new innovations and altogether a good effort taken by all the members of a Enactus shasun to setup, the "nammaoorusandhai" which had a theme of village. Enactus shasun' had a main light to everybody who came to Bazzar. whatever was being put up for sale were, purely on the theme basis which were , a few traditional games were some would get entertained and the food stalls all these are completely owned by the women, from our adopted village, Kalliyanur.. It became an eye catching moment where everyone were attached to the earthly food they were being served by. And also, we enactusshasun displayed items like earrings bangles, mats, pillows, handbags, which are all handmade items by villagers. ENACTUS SHASUN students had also made the women to sell, the pottery items like cups, glasses, mugs and many more. To make this event more special, we invited a team from, life and

art academy to help us in making clay pots with our own hand. 2. Handloom Exhibition "Fashion is the armor to survive the reality of everyday life". With the social motive to promote handloom, Rotaract club organised a two day handloom exhibition cum sale on 10.01.2019 and 11.01.2019 in collaboration with CoOptex. It was inaugurated by Mr K. Sankar (Regional Manager, CoOptex), Mr P.Chandrasekaran, (Manager Audit, CoOptex) and Rtn.Jeyakumar(Director, Youth Service,Rotary Club of Madras Central). Pamphlets were designed and distributed to all students. The exhibition was planned exclusively for women. There was a massive crowd where staff members and students of our college visited. Parents of our college students and staff members from nearby schools were also invited. The exhibition had various types of Sarees, Kurtis, Dressmaterials, Blankets etc…in new latest designs and high quality. Fresh stocks were brought in for two days as the sales was above the expectations. Volunteers from Rotaract club came forward in organizing this big event. They were able to manage the crowd and the sales crossed 2.5 lakhs, which was a great impact. They also learnt a lot in this exhibition. Volunteers explored their event organizing and customer handling skills. Separate counter was put for explaining the various schemes in their showroom. Many have joined the schemes. The CoOptex manager other staff members were very happy and delightful. They gave an appreciation letter to the college for thanking the management and rotaract club for organizing an event to uplift weavers. They also wished to continue this in future too.The most important thing is weavers were benefitted and they also were appreciated for their creative work. Thehospitality of our college was highly appreciated. Rotaract members from Chennai Central appreciated the volunteers and encouraged the members to continue the same in future. Rotarian Jeyakumar motivated the Rotaract members to conduct various competitions that will increase the confident level and to explore their inner talents. He also gifted 3 silk cotton sarees, which he purchased from the exhibition, to be awarded for the students who win the competitions. In continuation to this, intraclub event INFUSION'19 was conducted on 15.02.19 and the sarees were awarded to the winners. Rotarians valued the volunteers for their great effort towards this event. Last but not least, the event was a great success!!!

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://shasuncollege.edu.in/best-practices-iqac/

7.3 – Institutional Distinctiveness

 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Centre of Excellence – Retail The Secretary, Sri. S.Abhaya Kumar Jain is the visionary behind the creation of the Centre of Excellence Retail. The vision behind the emergence of the Centre is "To be a catalyst for the integrated development of retail sector in India through modernization, digitization and being technologically updated. The Centre is the "Industry Outreach Partner" of Retailers Association's Skill Council of India (RASCI). It is a matter of pride for the Centre to produce the various contributions made to the College and Society: • The Centre organised Retail industry conclave on 12th October 2018 to create bondage between Shasun, RASCI, a skill partner of National Skill Development Council (NSDC) and the strong pillars of Chennai -The Gaint Retailers. • The Centre organised Retail Employees Day'18 on 12th December 2018 to show gratitude to the employees for their untiring services. The Benevolent Retailers of Chennai like Viveks – The Unlimited Store, Naidu Hall – The Family Store and Challani Jewellery Mart paved way in celebrating the RED'18 with great zest with the help of Humor Club of Shasun by presenting Skit and conducting various activities. • The Centre initiated Internship to our

blooming students at New Year Eve to get explored in areas of retail at various branches of Viveks – The Unlimited Store, Research Assistant, COERetail gave a voice over and customer interaction during the Year End Sale. By instilling the urge to know their potentials and exploring the students in areas of retail, they were given opportunity as a part timer job. The students are placed at various branches of Viveks The Unlimited Store in the department of accounts for a remuneration of Rs. 5000. They earn while they study with good exposure in new fields. • With an anticipation to create job opportunity to the public, the centre recruited people for the placement at The Naidu Hall – The Family Store as Customer Sales Associate and Sri Krishna Sweets at Airport CSA employees. The Centre focused on the supply of manpower with skilled workforce, were the recruited employees were given orientation and training programme on handling customers. • The Centre also bridged the gap between the Retailers Association's Skill Council of India and the giant retailers like Naidu Hall – The Family Store, Viveks – The Unlimited Store, GRT Jewellers and the Chennai Silks in providing certification programme for their existing employees under Recognition of Prior Learning and Completed National Apprenticeship Promotion Scheme for The Loyal Textile, Naidu Hall – The Family Store, Viveks – The Unlimited Store, the Chennai Silks, GRT Jewellery. • The Centre has conducted Training programme on Spoken English, Communication Skills, Computing Skills and Personality Development for the Manger level employees and Executives of Sri Krishna Sweets. • Eleven Staff Members from our college attended Training of Trainer (TOT) and have been certified as trainers for various retail courses. • The centre has initiated various NSDC skill Courses of RASCI to enhance the skills of Retailing amongst

Provide the weblink of the institution
https://shasuncollege.edu.in/

8.Future Plans of Actions for Next Academic Year

• IQAC composition to be relooked as per revised accreditation framework. • Frequency of IQAC meetings are planned 4 times a year with specific agenda points. • NET / SET Coaching for Staff. • Recruitment Policy and Employee handbook wil be prepared. • Digital marketing will be introduced in Admissions process. • Cyber Crime Grievance Cell will be formed. • Implementation of Bucketing System and formalize Remedial Coaching. • To plan Psychometric Assessment for Staff and students. • To conduct Open Meeting with Students twice a year. • To participate in NIRF ranking and India today. • To conduct IPR workshop • Workshop on Assessment and Accreditation by NAAC – An Overview. • Workshop for faculty on Program Outcomes / Program Specific Outcomes / Course Outcomes. • Workshop for faculty on activity based Teaching – Learning methods. • Faculty Development Program on Softskills and Mentoring. • Benchmarks for assessment metrics.