Yearly Status Report - 2017-2018

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. B.Poorna**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04424328506**
Mobile no.	**8754440183**
Registered Email	**iqac@shasuncollege.edu.in**
Alternate Email	**principal@shasuncollege.edu.in**
Address	**No. 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	**Self financed**
Name of the IQAC co-ordinator/Director	**Ms. S.Rukmani**
Phone no/Alternate Phone no.	**04424328507**
Mobile no.	**9841586236**
Registered Email	**iqac@shasuncollege.edu.in**
Alternate Email	**info@shasuncollege.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://secureservercdn.net/160.153.137.99/y3g.244.myftpupload.com/wp-content/uploads/2021/08/AQAR-2016-17.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://secureservercdn.net/160.153.137.99/y3g.244.myftpupload.com/wp-content/uploads/2021/09/Student-Handbook-2017-18.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**

6. Date of Establishment of IQAC

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
FDP on understanding Gen Z	17-Jan-2018 1	28
Internal Academic audit	15-Dec-2017 2	226
23rd IQAC Meeting	08-Nov-2017 1	54
Workshop on Mobile App Development in association with IIT, Bombay	07-Sep-2017 2	85
FDP on queuing network with Computer Applications	31-Jul-2017 1	13
FDP on Emotional Intelligence in association with ICTACADEMY	27-Jul-2017 2	16
FDP on Effective Teaching	21-Jul-2017 2	41
ISO 2nd surveillance audit	10-Jul-2017 1	226
Decennial year celebration	12-Jun-2017 1	200
Staff Induction Programme	01-Jun-2017 7	17
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8. Provide the list of funds 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!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	2
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)

• Participated in NIRF Ranking Secured 187th rank among 3954 colleges • International participation in Sports by Archery team • Conduct of International Conferences 5 conferences were conducted • Development of Women safety mobile app Shasun Raksha was launched on 10.04.2018 • Participated in creating awareness on Swachh Bharath and received appriciation from Greate Chennai Corporation • Adopted a village, kaliyanur in Kanchipuram district as part of Institutional Social Responsibility. • Inception of Research department in Commerce (M.Phil) • Submission of IIQA and SSR for 2nd cycle accreditation • New MoUs signed: 8 • Customized new ERP implementation.

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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
To impart the domain based skills to the students.	The following domain based courses were offered to the students: No. of Students: 1231, Certificate Course: 1231 (II Year),Life Skill: 1419 (III Year), Value Added Courses: 478 students, 11 courses
To improve the industry academia interaction	13 MoUs were signed for the purpose of expert knowledge sharing, internships and placement opportunities
To encourage departments to organize guest lectures and industrial visits	Every department conducted guest lectures on their area of specialization. No. of guest lecture organized: 166, No. of Industrial Visit: 19
To increase the learning resources in library.	New Library books purchased in this academic year: 2948
To verify the quality of research publications	Plagiarism software URKUND was purchased.
To prepare programme specific outcomes and course outcomes	Programme specific outcomes and course outcomes for all academic departments
To prepare an academic calendar of the institution for quality enhancement	Academic calendar prepared and programmes monitored as per schedule.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Internal Quality Assurance Cell	11-Apr-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	10-Jul-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	22-Feb-2018
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 System developed 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): 1. Planning and Development. • Administration including Finance and Accounts 2. Student Support • Scholarship • Grievances • Alumni 3. Academics • Attendance • Feedback • Examination • Library 4. Workforce • Leave Management • Payroll Along with the above mentioned modules, ERP grants easy access to student related information through student portal wherein students can view their attendance, marks, fee

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

Being an affiliated college, the institution follows the curriculum designed by the University of Madras. The institution has systematic procedures with a planned academic calendar to ensure effective course delivery. Based on the University prescribed calendar and the Institutional academic calendar, timetables are prepared, taking into account the number of instructional hours and practical classes essential for curriculum delivery. A course file containing the prescribed syllabus frequently asked questions and assessment method is prepared subject wise to ensure effective course delivery. The variety of teaching techniques is also incorporated in the class work record. 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 new and latest technology such as Flipped classroom, Google classroom etc. capture the interests of the learners in a better way and encourage interactions in the classroom. Online submission of assignments, role play, case studies and self-learning are also stimulated. Seminars are conducted on topics significant to the syllabi with prudence to enhance knowledge, make presentation skills effective and inculcate a complaisant spirit to share and learn. Assignments are given for each subject taking into consideration both theory and tutorial classes. Guest lectures are arranged periodically and the topics covered are pertinent to the syllabus. It provides added credibility to the given content and provides an exposure to the corporate world with industry veterans. Apart from the above, the institution also allies itself with professional bodies to deliver lectures regularly and offer courses to make students industry ready. Students also undertake internships, both as part of curriculum and beyond, to understand the nuances of their chosen industry. Industrial visits are arranged for nearly 1052 students to gain practical exposure to their curriculum. Bridge course is offered to the first year students to make them ready to assimilate their course content. Special classes are organized for a detailed discussion of the topics and for additional elucidations. Revision classes before examinations help the students to recapitulate the vital concepts. Special classes emphasizing numerical problems are also conducted. Remedial coaching and slow learners coaching gives attention to students who require further coaching. Several linkages have been created and MOUs have been signed with various professional bodies, corporate houses, auditing firms, banks etc. Graduation percentage, university ranks, and placement during campus interviews are an indicator of the effectiveness of course delivery.

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
Logistics Supply Chain Management	-	15/07/2017	8	Employabil ity	-
Visual	-	15/07/2017	8	Employabil	-

Studio HTML for Web Publication					ity	
Retail Banking	-	15/07/2017	8	Employabil ity	-
Digital Marketing	-	15/07/2017	8	Employabil ity	-
Fashion Designing	-	15/07/2017	8	Employabil ity	-
ADOBE- Web designing	-	15/07/2019	8	Employabil ity	-
ADOBE - Multimedia	-	15/07/2017	8	Employabil ity	-
Basics in Sanskrit	-	15/07/2017	8	Employabil ity	-
Textile Printing	-	27/01/2018	3	-	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Visual Communication	14/06/2017
BSc	Psychology	14/06/2017
BSc	Maths	14/06/2017
BSc	Computer Science	14/06/2017
BCom	Corporate Secretaryship	14/06/2017
BBA	Business Aministration	14/06/2017
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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
MA (Journalism)	Journalism and Communication	01/08/2017

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

	Certificate	Diploma Course
Number of Students	293	Nil

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
Consumer Protection	21/06/2017	77
BANKING E-COMMERCE	21/06/2017	71
Tally	21/06/2017	147
E Banking	21/06/2017	216

E Commerce	21/06/2017	90
Quantitative Aptitude	21/06/2017	68
Film Appreciation	21/06/2017	34
Python	21/06/2017	94
Android App Development	21/06/2017	55
Counselling Skills	21/06/2019	49
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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
BCom	Honors	113
BCom	Corporate Secretaryship	130
BBA	Business Administration	70
MCom	Accounting and Finance	29
BSc	Visual Communication	31
MA (Journalism)	Journalism and Communication	6
BCom	Information Systems and Management	61
MSc	Computer Science	17
BCom	Computer Applications	53
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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 a 360 degree 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 a report is shared with the subject in charge. The institution put a lot of effort into making the learning teaching process student centric. Staff members get their feedback through self-evaluation and peer evaluation. The report is discussed in an 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 organized 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

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
BSc	Visual Communication	55	66	42
BSc	Computer Science	111	238	99
BBA	Business Administration	77	203	73
BCom	ISM	70	65	53
BCom	Honours	44	79	44
BCom	Computer Applications	70	73	56
BCom	Bank Management	77	104	76
BCom	Corporate Secretaryship	154	261	154
BCom	Accounting and Finance	232	368	232
BCom	General	233	735	230
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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
2017	3763	99	124	7	21

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 Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
152	72	9	49	Nill	6
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Yes, the student mentoring system is implemented in the institute through ERP wherein 20 to 26 students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentors regularly interact with the students and monitor their academic performance and attendance. Students are counselled by the mentors, class advisors, subject faculties and HOD to enhance teacher-student contact hours, to enhance students' academic performance and attendance, to minimize student drop-out rates, to identify and understand the status of slow learners and encourage advanced learners, and to render equitable service to students with varied background. The IQAC had taken the initiative of implementing the mentoring of students and was effectively put into practice from 2017 onwards. A Mentoring Format with Guidelines is prepared by the IQAC to ensure uniformity. Mentors maintain and update the Mentoring Format in ERP which contains space for entering particulars and performance of students. Mentors are expected to offer guidance and counselling, as and when required. It is the practice of Mentors to meet students individually or in groups. If required, parents are called for counselling / special meetings with the professional counsellors in the department of Psychology. If a student is identified as having weakness in a particular subject, it is the duty of the Mentor to apprise the concerned subject teacher. The students are given guidance for career, personal, besides academic issues. A special arrangement also is made available to the students to deal with psycho social issues arising in cases like single parenting, bread earner in the family etc. After the mentoring system is implemented in the institution, significant improvement in the teacher-student relationship has been seen. This system has been useful in identifying slow learners and advanced learners. Based on the requirement inferred through a careful examination of each Mentor's report, the college has organised several remedial classes in the identified topics / subjects for slow learners. The institutional practice of Mentoring System has considerably enhanced the campus environment and brought improvement in students' attendance records, minimized student drop-out rates apparently due to Mentors' intervention before a student falls short of attendance , identification of slow learners for conducting Remedial Classes and Advanced learners are identified and encouraged with more activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3877	152	1:26

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
156	127	29	29	33

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
2017	NIL	Nill	NIL
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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
BSc	SAX	Odd	27/11/2017	27/01/2018
BSc	SAE	Odd	27/11/2017	27/01/2018
BBA	MAM	Odd	27/11/2017	27/01/2018

BCom	MAT	Odd	27/11/2017	27/01/2018
BCom	PK	Odd	27/11/2017	27/01/2018
BCom	PC	Odd	27/11/2017	27/01/2018
BCom	PW	Odd	27/11/2017	27/01/2018
BCom	CY	Odd	27/11/2017	27/01/2018
BCom	PG	Odd	27/11/2017	27/01/2018
BCom	PZ	Odd	27/11/2017	27/01/2018

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

The college follows the semester system in which Continuous Internal Assessment (CIA) and End Semester Examinations are adopted for the academic evaluation of students. As per university norms, internal marks (Maximum of 25 marks) consist of certain components like test mark (15), seminar mark (5), Assignment mark (5) and Attendance mark (5). For awarding test marks, internal tests are conducted at regular intervals as Internal – I, Internal – II and Model Exam. For the test component (15 marks) – 5 marks from best out of Internal - I and Internal - II and 10 marks from model marks are considered. As a step ahead, the evaluative blue prints are prepared for all the subjects by the subject in-charges for Internal I, Internal II and Model Examination in a specified format. The evaluative blue prints are shared with the students after each internal test and model exam. The unit tests / model examinations are planned and scheduled in the college calendar which is distributed to the students during the beginning of the academic year. For all the three year students, 2 Internal Tests and a model exam are conducted and the portions for unit tests are decided by respective HODs according to the Lesson Plan. Internal tests I II are conducted for 25 marks with the duration of 50 minutes and 50 marks with the duration of 1 hr 50 min respectively. Model exams are conducted for 75 marks with the duration of 3 hrs and this examination is conducted strictly in the pattern of the University examination. The other components like assignment, seminar and attendance marks are calculated by the concerned subject and class In-charge and the same will be intimated to the concerned student's parent during the Parent Teacher Meeting in order to make them aware of the student's academic progress and guide them accordingly. 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)

The academic coordinator and calendar committee in consultation with the exam committee frames the Academic calendar for regular classes, events and internal test schedules. The academic calendar is prepared every year and distributed to the students, teaching and non-teaching staff. A copy of the calendar was preserved in the library. The departments and the clubs, plan and schedule various activities and submit them to the Principal. 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 scheduled 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

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/academics/program-outcomes-specific-outcomes/

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
PZ	BCom	General	195	184	94
PG	BCom	Accounting and Finance	199	178	89
CY	BCom	Corporate Secretaryship	130	115	88
MAM	BBA	Business Administration	61	52	85
PK	BCom	Honors	36	36	100
SAE	BSc	Computer Science	97	93	96
SAX	BSc	Visual Communication	47	47	100
TAM	BSc	Mathematics	50	29	58
SAZ	BCA	Computer Applications	156	146	94
SAT	BSc	Psychology	50	43	86

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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)

NIL

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
Nill	0	NIL	0	0

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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
NIL	NIL	

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
NIL	NIL	NIL	Nill	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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)
International	B.Sc Computer Science	5	0
International	BCA	5	0
International	Commerce	1	0
International	M.Sc Computer Science	2	0

No file uploaded.

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.Sc Visual Communication	3
Commerce	6
B.Sc Computer Science	6
BCA	9
PG and Research Department of Computer Science	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 the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	Nill

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
NIL	NIL	NIL	Nill	Nill	Nill	NIL

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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	Nill	2	3	Nill
Presented papers	8	Nill	Nill	Nill
Resource persons	Nill	Nill	Nill	Nill

No file uploaded.

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
Sports Conducted on Republic Day	Kaliyanoor Village	2	10
Rally on Smokeless Bhogi at Kaliyanur Village	Kaliyanur School	1	10
Pongal celebration with the villagers in Kaliyanur Villag	Kaliyanur Village	1	8
Safety Measures to be followed during Diwali at Kaliyanur Village, Kancheepuram	Kaliyanur Village	1	6
Dengue Awareness Programme in Government Schools	Government Schools in T.Nagar	2	15

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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
Digital Financial Literacy Campaign	VISAKA – 'Vittiya Saksharta Abhiyan'	MHRD	2
Solid Waste Management Initiative	Swachh Bharat Mission	Greater Chennai Corporation	35
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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
Awareness Programme on Communicable Disceses	Department of Public Health and Preventive Medicine, Govt. of Tamilnadu	Prevention and Control of Dengue	2	54
Swachh Bharat	Greater Chennai Corporation	Awareness Programme on Solid Waste Mangement	2	30
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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
Student Exchange with AIESEC	5	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
NIL	NIL	NIL	Nill	Nill	0
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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
Sieger Training Consultants	01/06/2017	Placement Training certified	1153

		ASDC	
CSIM	09/07/2017	Field internship, Orientation on Social Issues	25
Sri Krishna Sweets	29/06/2017	Training programme to the employees of SKS by the college	175
Vikatan Group	01/09/2017	Providing Internship, Conducting workshops Guest Classes, Introducing experts and resource persons from industry.	50
Big Foxx	01/01/2018	Providing Internship, Conducting workshops Guest Classes, Introducing experts and resource persons from industry.	4
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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
74585000	83550921

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
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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
Customized ERP and RFID	Fully	-	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12529	2080002	2711	1604896	15240	3684898
Reference Books	868	616271	281	375447	1149	991718
Journals	33	79400	2	100992	35	180392
Others(s pecify)	1	34500	1	1080000	2	1114500
e-Books	Nill	Nill	145000	Nill	145000	Nill
e-Journals	Nill	Nill	6237	Nill	6237	Nill

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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	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

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 (MBPS/GBPS)	Others
Existing	422	4	150	1	0	10	33	150	50
Added	0	2	50	1	0	3	0	50	0
Total	422	6	200	2	0	13	33	200	50

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

50 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://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
32949000	42130643	10138330	10750671.67

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)

Shri Shankarlal Sundarbai Shasun Jain College for Women has set the terms and conditions with regard to the use of IT infrastructure, Intellectual Property, Sports and Library as a detailed set of policies. IT Policy This information technology policy sets out the terms and conditions which govern the use of the IT Infrastructure, which each student of the College is required to have carefully read and understood. IP Policy The IP policy aims to facilitate the protection and valorization of intellectual property generated during academic pursuits. The creation of intellectual property not only contributes to the professional development of the individuals involved, but also enhances the reputation of the College, provides educational opportunities for students and promotes public welfare. Sports Policy This policy helps to bring out the budding professionals and make them physically, mentally, emotionally, and intellectually strong and top in their fields through intensive sports programmes and excellent facilities in the field of sports The policy aims at enhancing the physical and mental strength of students by giving them proper guidance and training. Library Policy The purpose of the policy and procedures is to maintain a collection of information resources that support and enhance the college's curriculum, administrative needs and community outreach program consistent with the college's Mission. It ensures a collection of current, diverse and balanced resources and provides library patrons with well maintained library collection.

https://shasuncollege.edu.in/e-content/

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, Free Education Scheme	326	6838820
Financial Support from Other Sources			
a) National	central/state Government scholarships - SC/ST SCHOLARSHIP and Private Scholarship	196	781900
b)International	NIL	Nill	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
Soft skill Development	01/06/2017	1287	Sieger Training India Pvt ltd
Remedial Coaching	09/10/2017	289	Respective Departments
Bridge Course	08/06/2017	1051	Shri Shankarlal Sundarbai Shasun Jain College for Women
Yoga Meditation	21/06/2017	50	NSS of Madras University
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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
2017	Placement Training-career counseling	65	1287	Nill	583
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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Ntrust	18	12	Capgemini IT	79	2
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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
2017	45	B.Com	Corporate Secretaryshi p	S.S.S.Shasun Jain College	M.Com(CS), MBA(Finance) ,

2017	43	B.Com	Accounting and Finance	S.S.S.Shasun Jain College for Women, ICAI, MOP and University of Madras	MBA, M.Com., CA, ACS, Law, CMA
				for Women, Loyola College, CTTE College, Anna Adarsh, Anna University, Ethiraj College, SRM University, Bharathiar University, Sairam Engineering College, Madras University, Annamalai University	M.Com(A/F), MBA(General Management), M.Com (Commerce), MSW, PGDB, MBA(Marketing),MBA (Finance)& MBA (HRM)
2017	31	B.Com	General	LIBA, MADRAS UNIVERSITY	MBA,M.Com, M.A, CA, ICWA

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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
Nill	Nill

No file uploaded.

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

Activity	Level	Number of Participants
Cobaa	Intercollegiate	100
Shreyas	Intercollegiate	150
Tech-O-Net 2018	Inter Department	132
SHASUN SRISHTI-2017	Inter-collegiate	150
CO-GAT	Inter Department	34
MIME COMPETITION	Intra Department	21
Maxpo	Inter School	300
Tech Champ 17, Realistic Techno18	Inter Department, Exhibition	100
Sangamam 2018	Inter-collegiate	80

CORP HUNT '17	Intra Department	81

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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
Nill	NIL	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

The shasun student council was incharge of the council activities from May 2017. They have conducted multiple events starting with farwell for the batch 2014-17 which had dance performances and sharing of the students journey on the campus.Next on the induction day the Student Council had officially taken up their roles. Talent Hunt 2017 was a platform for the freshers to exhibit their talents. Competitions such as Miss Fresher, Group Dance, Fashion Walk and many others were conducted while the theme for the year was 'Funky Town'. The intercollegiate cultural fest of Shasun, 'Shreyas' saw a different wave of expression, talent, celebration, competition and memories this year. The festival was a two-day extravaganza with the theme "Wanderlust - a strong desire to travel". Fresh Face auditions powered by Chennai Times were held in the college campus. Nearly 200 students participated by showcasing their talents. The organisers confirmed that the college had shown the highest number of participation all over Chennai. The council also celebrated festivals and appreciation days such as Teachers Day, Dandiya Utsav, Navratri Celebration and the celebration of the teachers' birthdays. The council also conducted a movie screening for the students where the movie 'Soodhu kavvum' was played.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1875

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

928500

5.4.4 – Meetings/activities organized by Alumni Association :

Total of 8 events were organised by various departments with the alumni contribution as resource person and guest of honor. Alumni meet was conducted on 26.01.2018.

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)

DECENTRALIZATION The institution follows department wise decentralization. They are accountable for performance and student satisfaction. High degree of decentralization has helped the institution to achieve the desired goals. DECENTRALIZATION IN ACADEMICS: Head of the Department overlooks the Teaching Plans of the courses offered in their respective departments. HoDs are empowered to make adjustments in the routine, and to allot teaching assignments and evaluation duties. Takes the lead in planning seminars, guest lectures, industrial visits, workshops, remedial measures, interdepartmental or/and inter-college competition. The Examination Cell is responsible for preparing the exam calendar, planning of internal and external examination schedules, conduct of exams and evaluation process. Parents facilitate their active participation in discussions during PTA meet. Suggestions received for improvement aspects were incorporated. PARTICIPATIVE MANAGEMENT: The college actively involves the teachers to participate in the decision-making process of the institution. The suggestions given by staff members and students are encouraged by the management. Parent Teacher Meetings are facilitated through staff meetings and departmental meetings. Such meets are supported by informal discussions on important issues in which the actions are taken. Student grievances are collected through departments and the necessary follow-up actions are taken. The college has the following cells and forums to provides the holistic development opportunities for the students: SHasun Women Empowerment Cell (SHE). Shasun Knowledge Advocacy Lead Program (SANKALP) SHasun Empowerment and entrepreneurial Development SEED. Shasun Women Empowerment through Excellent Performance(SWEEP) Shasun Alliance with Industry (SAI). The respective coordinators are responsible for planning and executing the activities.

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
Human Resource Management	The College has adopted following strategies for Human resource management. Service rules are made transparent staffs get benefit such as Provident Fund (PF). Faculties are entitled for Duty Leaves, Casual Leaves, Earn Leaves, Medical Leaves and Vacation. The college encourage to the faculties and staff to participate orientation and refresher programme. The College maintains healthy environment for effective and efficient functioning of its academic and administrative staff.
Library, ICT and Physical Infrastructure / Instrumentation	Total number of books available in the library is 16863, Number of Journals : 35, Number of e- books : 1,45,000, Number of e-Journals : 6237. Number of magazines: 18 and Number of Newspapers: 9. Inflibnet(N-List) the electronic database is used by the faculties and the students. Library is fully equipped with sophisticated library furniture, with good ambiance

	and is fully automated with RFID technology. Library is automated and is hosted on the server and maintained by in-house experts. The entire collection is bar-coded. The library has institutional membership with British Council Library, American Council Library for providing prominent services to the users. The Internet and Wi-Fi facility is available inside the library with high speed bandwidth connection.
Research and Development	? The PG Department of Commerce and PG Department of Computer Science aims to impart practical knowledge in tune with developments in the industry. The Department prepares the students to take up further research and encourages them to take up teaching as a profession. ? M.Phil in Commerce is introduced in PG and Research Department of Commerce. ? Provide research facilities in terms of infrastructure, on duty and incentives which motivates the faculties to do the research. ? A bi-annual peer reviewed research publication helps the faculties to publish their papers.
Examination and Evaluation	The college conducts exams as prescribed by the Controller of Examination - University of Madras. Internal Examinations and Evaluation Process are conducted as per the rule and regulations of University of Madras.
Curriculum Development	Our institution follows the syllabus framed by the University of Madras. The University amends the syllabus when the need arises. The College has added value to curriculum through enrichment programmes and skill based courses that are in tune with emerging trends. Variety of courses are arranged to cater to diverse educational needs of students. Value added courses are offered in accordance with the mission of the institution. The curriculum for the value added courses are framed by the college. The college offers the following course : Logistics and Supply Chain Management, Web Publishing, Retail Banking, Digital Marketing. Fashion Designing, ADOBE-Multimedia, Web Designing and Sanskrit Course.
Teaching and Learning	Regular lectures are conducted according to the teaching plan.

	Information and Communication Technology enabled teaching and learning is encouraged. The institution ensures the quality of education by a highly qualified and dedicated team of faculty. Separate lab for Viscom Department with well equipped equipment. The College has a Central library and it has an excellent collection of rare and new books, reference books and journals. IAS Coaching classes were offered to the students. Educational visits, Industrial Visits, Study Tours and Field work were organized by the various departments. Workshop, Seminars, presentations, Poster makings, Projects and Assignments were given to the Student.
Industry Interaction / Collaboration	? The department has collaborated with various industry and signed MoU in order to conduct activities such as guest lecture, internship, industrial visits through Shasun Alliance with Industry(SAI).
Admission of Students	? Rules and Regulations for admission as laid by the affiliating University are strictly followed by the College. ? The college announces its admission process in the College website.

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

E-governace area	Details
Planning and Development	? Employee Profile ? Staff Appraisal Entries automated ? Alumni Module to collect details of Students
Administration	Transfer Certificate printing and course completion certificate automated.
Finance and Accounts	Staff Leave system automated and all types of leave can be applied through ERP System including leave like casual leave, religious holiday, medical leave etc.
Student Admission and Support	Feedback module includes feed back from students related to staff performance.This feedback can be configured for all staff and based on the score performance of the staff is evaluated. Also Feedback module provides attractive data analytics. Alumni feedback also collected using this feed back module.
Examination	The exam module will cover the features of creating an MCQ Online exam

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
2017	NIL	NIL	NIL	Nill

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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)
2017	Staff induction programme/ NET SET coaching	-	01/06/2017	07/06/2017	17	Nill
2017	FDP on effective teaching	-	21/07/2017	22/07/2017	41	Nill
2017	FDP on queuing network with Computer Applications	-	31/07/2017	31/07/2017	13	Nill
2017	FDP on activity based learning	-	20/09/2017	20/09/2017	23	Nill
2018	FDP on understanding Gen Z	-	17/01/2018	17/01/2018	28	Nill

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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
Introduction to Modern Application	1	01/02/2018	31/03/2018	56

Development				
Outcome Based Pedagogic Principles for Effective Teaching	1	01/07/2017	31/08/2017	28
Introduction to Algorithms and Analysis , NPTEL	1	01/07/2017	31/10/2017	84
Introduction to Internet of Things	1	01/01/2018	30/04/2018	84
Introduction to Modern Application Development (NPTEL)	3	01/07/2017	30/09/2017	56
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
154	6	32	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Welfare measures - Refreshment / Birthday celebration / Health Insurance / Ph.D(leave and On Duty) /Paid leave for illness/disability/ Provident Fund/ Gratuity / Bonus / Reimbursement Policy/ Training and Development / Tenure Completion Recognition/ Apollo Shine / Maternity Leave/ Fees Concession for children of staff	Welfare measures - Refreshment / Birthday celebration / Health Insurance /Paid leave for illness/disability/ Provident Fund/ Gratuity /Tenure Completion Recognition/ Reimbursement Policy /Apollo Shine / Maternity Leave/ Fees Concession for children of staff	Canteen, Apollo shine

6.4 – Financial Management and Resource Mobilization

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

The institution conducts two internal and one external financial audit in a year. The suitable action is taken based on the recommendations. The Internal Financial Audit was conducted by R V K S Associates, Chartered Accountants. The queries raised during the audit were solved immediately. The External Financial Audit was conducted by SREEDHAR, SURESH RAJAGOPALAN Chartered Accountants. The audit observation was done and the queries were replied. The final report will be given by the auditors along with the balance sheet.

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
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

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)

Parent Teacher Association meeting was held on 28.10.2017 at the college premises. Prof. Jeevitha gave an insight on the topic "Take Chances, Embrace Failure". She gave a detailed lecture on Adolescent development, Identify Confusion resulting in low self-esteem, Inability to face failures, Relationship Issues etc. A detailed practical suggestions to handle the teenage children was given and the valuable feedback was collected from the parents.

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

NIL

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

• Development of online module for feedback collection and analysis done in institutions' ERP. • Library automation done through RFID process. • ERP – online test module implemented for PG courses. • 5 International conferences were conducted.

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
2017	Staff Induction Programme	17/04/2017	01/06/2017	07/06/2017	17
2017	ISO 2nd	17/04/2017	10/07/2017	10/07/2017	226

2017	FDP on Effective Teaching	17/04/2017	21/07/2017	22/07/2017	41
2017	FDP on Emotional Intelligence in association with ICTACADEMY	17/04/2017	27/07/2017	28/07/2017	16
2017	FDP on queuing network with Computer Applications	17/04/2017	31/07/2017	31/07/2017	13
2017	FDP on Tamil Computing and its Awareness towards customization	17/04/2017	12/08/2017	12/08/2017	29
2017	Workshop on Mobile App Development in association with IIT, Bombay	17/04/2017	07/09/2017	08/09/2017	85
2017	FDP on Activity Based Learning	17/04/2017	18/09/2017	18/09/2017	23
2017	Internal Academic audit	08/11/2017	15/12/2017	16/12/2017	226
2018	FDP on understanding Gen Z	08/11/2017	17/01/2018	17/01/2018	28

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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
SEMINAR ON	09/08/2017	09/08/2017	22	Nill

WOMEN EMPOWERMENT				
WOMEN ENTREPR ENEURSHIP TRAINING	22/08/2017	22/08/2017	102	Nill

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

Renewable Energy Source: The Institution has installed Solar renewable energy source. The total annual power requirement of the college is 1736.52 KWH and the annual power requirement met by solar energy source is 35 KWH. Annual lighting power requirement is 135.482 KWH and the requirement met through LED bulbs is 27.2488 KWH. Rain Water Harvesting: Due to scarcity of water throughout the world, Rain water harvesting is a must for any kind of building. Rain water harvesting is the way to store rain water. Rainwater harvesting is an important environment friendly approach – to store rain water in a planned way and to avoid waste of rain water. All the buildings of the college were equipped with proper rain water harvesting system. All the rain waters are cached through pipes and are delivered to a storage reservoir. All the outlets from the building terrace are connected through a pipe to an underground tank that stores water. There again the water is purified and are connected to well for reuse. All the storage reservoirs are inter-connected to store excess water. The water stored in reservoir is also used for plantation of trees inside the campus. Maintenance of the system is periodically done to check damages and to ensure its proper usage. The system of rain water harvesting helps the institution in reduction of water bills. It also helps to make the environment eco-friendly. It is a way of storing natural resources and also a system of water conservation. Rain water as a renewable energy stored and reused inside the campus effectively. Go-Green Initiatives: The preservation of the environment has been of utmost concern, to become eco-friendly Shasun practices "Go Green" policy. To reduce paper waste all invitations of college events are sent only through emails. Digital boards are used to communicate common information for the students. As an initiative for Wealth out of waste, used papers from the college are collected and are contributed to the ITC Ltd., for recycling it. All admission and academic processes are done through electronic technology. ERP has been introduced and is used effectively. To have carbon neutrality inside the campus, students are allowed to bring bicycles and approximately 75 of the staff and students commute by public transport. These initiatives help to reduce carbon emission inside the campus. To ensure energy efficiency, labels like 'Switch off Lights and Fans when Not in Use' are displayed in almost every classroom. In the computer labs, the computers are switched off after its usage and are monitored by the lab assistants properly. The other green practices are gifting saplings to the guests, planting trees inside the campus, using silver plates, cups instead paper plates and cups, etc., To create awareness among students days like Earth Day, Ozone day, etc., are celebrated inside the campus by conducting various competitions among students. To ensure student healthy environment practice Best Class Room aw

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	Yes	3
Ramp/Rails	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	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
2017	11	1	06/07/2 017	1	Logo Co mpetition	Represe nting artistic ability thru an Awareness of Heritage	33
2017	Nill	Nill	11/07/2 017	1	Special Heritage talk	Talk about Myriad Hues of Indian Heritage	29
2017	Nill	Nill	08/08/2 017	1	Awareness Program	TRAFFIC AWARENESS , CANCER HEALTH AWARENESS	27
2017	Nill	Nill	12/08/2 017	1	RALLY ON CLEANL INESS	Students went on a Rally to create awareness on cleanl iness to the general public	59
2017	Nill	Nill	11/09/2 017	1	Special Talk about Weaves of Tamil Nadu by M s.M.Sreem athy Mohan	Creating Awareness on Weaves of Tamil Nadu with saree samples to explore the immense variety of Handlooms of Tamil Nadu	32

2017	Nill	Nill	28/09/2017	1	OldAge Home Visit - Annai Ullam	Visited Old age home -'Annai Illam' in Kodambakkam	22
2017	Nill	Nill	08/10/2017	1	Awareness	DENGUE AWARENESS	32
2017	Nill	Nill	08/10/2017	1	Traffic Rules awareness rally	Traffic rules awareness rally was conducted on 8th October 2017 near T. Nagar bus depot. They streamlined the traffic and actively participated in the program by creating awareness among the public.	22
2017	Nill	Nill	16/10/2017	1	Peace Rally	Rally to create Social Awareness among youngsters and general public on 16th October 2017, commemorating Dr. APJ Abdul Kalam Birth Anniversary	160
2017	Nill	Nill	14/12/2017	1	Rally	RALLY to create AIDS	102

					AWARENESS

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	02/01/2018	https://shasuncollege.edu.in/code-of-conduct/
Handbook	02/01/2018	https://secureservercdn.net/160.153.137.99/y3g.244.myftpupload.com/wp-content/uploads/2021/09/Student-Handbook-2017-18.pdf
Orientation Programme on HIV/AIDS	24/07/2017	Awareness - An Orientation program on AIDS was conducted in our college.Mr.K.Kathiravan, the District AIDS control supervisor was the speaker for the program. He focused on safe healthy lifestyles and the benefit of voluntary blood donation.102 students benefited from this orientation.
Orientation Programme on Fire safety First Aid	04/08/2017	Awareness - An orientation program on Fire safety and accident prevention measures was conducted in our premises by Mr.Raju, Proprietor of Thilak Safety Associates. He demonstrated various first aid methods in case of emergency and also concentrated on handling the fire safety equipment. 120 Students benefited from the program.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness programme - Two film screened on Road safety provided by the Automobile Association of Southern India	18/08/2017	18/08/2017	122
International Peace Day	21/09/2017	21/09/2017	27
World Heritage	24/09/2017	24/09/2017	23

Day			
World AIDS day - Awareness Rally	01/12/2017	01/12/2017	102
Charter day celebration	16/12/2017	16/12/2017	20
Swami Vivekanandas Birth Anniversary	11/01/2018	11/01/2018	102
Drawing competition on Indian Culture and Heritage Sha-Kala Utsav 2018 (all states union territories)	12/01/2018	12/01/2018	44
Pongal Celebration	15/01/2018	15/01/2018	17
Blood Donation Day (120 units of Blood were donated by the students)	15/02/2018	15/02/2018	124
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. A debate session on Effective/ ineffective implementation of Swachh Bharat Abhiyan was organized on 4.8.2017. 2. Shasun Swachata 1.0 video was created for the Swachh Bharat Abhiyan Campaign initiated by our Hon. Prime Minister Mr. Narendra Modi and published on Collpolls Youtube Channel in June 2017 - https://www.youtube.com/watch?vEsQh7qSJk_8 3. Swachata Abhiyan Presentation was done to create awareness of Cleanliness among students through a dance and music performance on 18.08.2017 4. Awareness Program - Slogan Competition "Protect Save our Earth Nature on 27.9.2017 - A Doodle Competition on SAVE OUR EARTH was organised to create awareness on protecting saving our Earth and Nature

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Entrepreneurship is the key element for industrialization and for the economic process of the society. Having in mind young creative skills this cell was incepted in the year 2012. To make the students earn by themselves is one aspect related to societal change and in other way it helps for individual development. Shasun Empowerment Entrepreneur Development provides opportunities for students to earn while they learn. The main aim of this cell is to develop skill and to enhance employability. Transferring know-how is also the main aim of this cell. To encourage students this cell periodically allows them to put up stalls and help them to earn while they learn. This cell made students realize what entrepreneurship is and also helped them to become an entrepreneur in their life. One of the main problems of our economy is the lack of women entrepreneurs and thus to overcome the problem, this cell makes students understand the importance of entrepreneurship by conducting various programs inside the college. This cell also helps the students to attend various conferences, workshop and also facilitates them with practical exposure. 2. Self evaluation assists in improving the quality and standard of teaching learning and its related procedures. Shasun conducts Internal Audit for a

strategic overview of the entire work structure. It is a useful monitoring tool for the organization to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management,control, and governance processes. It analyses risk control mechanisms and makes recommendations /suggestions to improve the effectiveness and efficiency of the activities and operating procedures.

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/iqac/#1626009809819-4a28e839-2967

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

Holistic approach in education is essential to focus on social values and character building of a student. The following are the components in SHASUN SAMVRIDDHI which helps in diversification, collaboration and exploration – Shasun Shakthi Cell (SSC), Shasun Knowledge Advocacy Lead Programme (SANKALP), Shasun Knowledge Centre (SKC), Shasun Data Analytics (SDA), Shasun Alliance with Industry (SAI) and Shasun Education Enhancement Programme (SEEP). Activities of SSC include performing and non-performing arts including classical dance, folkdance, classical music, fashion designing, photography, drawing and painting, fine arts, embroidery etc. Additional Certificate courses offered to students on adobe software, event management, photography, interior designing and logistics in association with reputed institutions. Certificate Programmes for Value Addition, Sports vision, students' project, and case study.

Provide the weblink of the institution

https://secureservercdn.net/160.153.137.99/y3g.244.myftpupload.com/wp-content/uploads/2021/09/Institutional-Distinctiveness_2017-18-1.pdf

8.Future Plans of Actions for Next Academic Year

Constitute an academic advisory council. Establish the research programme in computer science. Introducing new courses. Encourage students to take up SWAYAM courses. Conduct more guest lectures and industrial visits. Upgrade the research publication by the college. Create a Centre of Excellence in retail. Establish an incubation centre. Conduct of academic and administrative audits. More number of Faculty Induction Development programmes.