YEARLY STATUS REPORT - 2023-2024

Part A
Data of the Institution

1.Name of the Institution	RAJAH SERFOJI GOVERNMENT COLLEGE (AUTONOMOUS)
• Name of the Head of the institution	Dr.D.Rosi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04362226417
• Alternate phone No.	04362228102
• Mobile No. (Principal)	9486606375
• Registered e-mail ID (Principal)	tnjrsgc@yahoo.com
• Address	Rajah Serfoji Government College (Autonomous), Near New Bus Station, Thanjavur-5
• City/Town	Thanjavur
• State/UT	Tamilnadu
• Pin Code	613005
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	11/09/2004
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the IQAC Co-ordinator/Director	**Dr.L.Rajesh**
• Phone No.	**04362228102**
• Mobile No:	**9786718777**
• IQAC e-mail ID	**iqac@rsgc.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.rsgc.ac.in/Documents/AQAR/AQAR-21-22.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.rsgc.ac.in/Documents/Calendar/Academic_Calendar_2023-2024.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**Three Star**	**65-70**	**2000**	**17/04/2000**	**16/04/2005**
Cycle 2	**B+**	**80.30**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 3	**A**	**3.17**	**2016**	**19/02/2016**	**18/02/2021**
Cycle 4	**A**	**3.18**	**2024**	**03/01/2024**	**02/01/2029**

6.Date of Establishment of IQAC | **24/07/2008**

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

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the	No File Uploaded

composition of the IQAC by the HEI		
9.No. of IQAC meetings held during the year	`4`	
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	`Yes`	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	`No`	
• If yes, mention the amount		

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

Based the on the feedback, quality enhancement protocols have been implemented. Induction programme for newly admitted UG students and PG students was conducted in the auditorium. Professors from various department addressed the fresher's and students were introduced about the college, its teaching –learning process, infrastructure, basic amenities, different cells etc.

Faculty members have published more number of papers in web of science/ Scopus/ UGC CARE listed journals.Illicit Alcohol Awareness Programme was conducted The IQAC initiated steps to conduct a Library Management System Awareness programme for the faculty members.

Number of programmes like Quiz, webinar have been conducted through online mode and offline mode.Class rooms have been constructed by the grants received from State government, RUSA and the funds generated by the college.

Conduct of meeting of Various cells and initiation of various programmes and Review of Teaching and learning methods.

Awareness of Swayam Programme among the Postgraduate students of our college.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality

enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Collecting the academic/ non academic data from the departments.	Based on the data collected number of initiatives were taken to imporve the quality of academic activities.
Quality checking at various levels and implementation of quality enhancement protocols.	Based the on the feedback from the students, teachers, parents and employers, quality enhancement protocols have been implemented.Syllabus was revised.
Conducting Induction Programme for the freshers.	IQAC has taken the initiative to conduct Induction programme for newly admitted UG students and PG students. Professors from various department addressed the freshers and during various sessions the students were introduced about college, its teaching -learning process, infrastructure, basic amenities, etc.
To encourage the faculty members to contribute towards publication in web of science/ scopus/ UGC CARE journals.	Faculty members have published papers in web of science/ scopus/ UGC CARE listed journals
To celebrate International yoga day.	Number of students participated in the international yoga day celebrated in the campus.
To conduct anti drug awareness programme in the campus	IQAC has taken initiative to conduct anti drug awareness programme in the campus in collobaration with NSS and anti drug club.
Conducting Plastic waste management awareness Rally.	Number of students participated in the plastic waste management awareness rally conducted.
Conducting Add on courses through NAN MUDHALVAN scheme	IQAC has taken initiatives to conduct add on courses in the

	campus.
To conduct Research scholars meeting and strengthen the research activities	The IQAC initiated steps to adopt the research Practices prescribed by the Bharathidasan university to foster a sound foundation of research culture that emphasizes integrity in the daily practice of every researcher. The guidelines was circulated among Research guides.
NIRF Ranking (2022-23) Analysis.	Steps have been taken to improve the NIRF ranking.
Conduct meetings of Various cells and initiation of various programmes.	Number of programmes like Quiz, Seminars conferneces have been conducted.
To conduct Cyper crime awareness programme in the campus	IQAC has taken initiative to conduct cyber crime awareness program.
Awareness of Swayam Programme among the Postgraduate students	Awareness on Swayam Programme has been created among the Postgraduate students.
To conduct a programme to create awareness on Moovalur Ramamirtham Scholarship Scheme	Awareness programme has been conduced to create awareness on Moovalur Ramamirtham Scholarship Scheme
Conduct of meeting to create awareness on various scholarship schemes provided by the state and central Government	All the students participated in the meeting. They came to know the scholarship schemes.
Conducting Women Safety Awareness Programme.	IQAC has taken initiative to conduct Women Safety Awareness Programme in collaboration with Women's cell.
College Campus Cleaning	The campus cleaning programme was conducted in collaboration with NSS,NCC and YRC of Rajah Serfoji Government college.
To give Employment Training to	Employment training programme

the students.	has been conducted by the placement cell
Review of student support programmes and Placement of students.	Student support programme was reviewed. The placement cell has been informed to conduct various activities to improve the placement of the students

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing body	15/02/2023

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

- Year

Year	Date of Submission
2023	26/02/2023

15.Multidisciplinary / interdisciplinary

Rajah Serfoji Gvoernment college offers flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education,and value-based towards the attainment of a holistic and multidisciplinary education.The faculty members are encouraged to engage themselves in more multidisciplinary research endeavours to find solutions to society's most pressing issues and challenges. Non major elective courses are offered from 2018-19, the students can select a course which they are interested. The college promotes interdisciplinary among its students through various departments. As a practice, the college has been offering a number of certificates/adds on/value-based courses of interdisciplinary nature, every year.

16.Academic bank of credits (ABC):

The faculty members of Rajah serfoji Government college are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments etc..Accumulation of more Credits through extra Credit Courses and Transfer of credits from SWAYAM/ NPTEL/ Insurance Institute of India are all allowed and due entries for the same are made in the Grade Sheets.

17.Skill development:

Soft skill development programmes were conducted by soft skill centre. It is a programme for overall development of the students, creating skills necessary for enhancing employability as well as entrepreneurial abilities of students. The programme covers lectures , work-shops and demonstrations by experts. Therefore, well known personalitities from various fields are invited to share their experiences and success stories. This motivates students for their overall development. Hence, every year college organizes seminars/workshops on soft skills development for the Third Year Students of Arts, Science and Commerce in collobation with Tamil nadu state council of higher education.A course on soft skill development has been introduced in the fifth semester.The Soft Skill Development Programme covers the following aspects:Personality Development/ Soft Skill Development Interview skills and techniques. Stress management. Meditation Goal setting and time Management. Leadership Development. Communication skills. Presentation skills. Computer Awareness. Creative Thinking.

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

Rajah Serfoji governmetn college is offering most of the courses in Tamil and English.Importance has been given to integrate the Indian Knowledge system into the curriculum.The faculty members are encouraged to provide the classroom delivery in bilingual mode (English and Tamil) and they are permitted and encouraged to attend multidisplinary and interdisplinary Refresher Courses. B.sc Chemistry, Mathematics, Physics, Zoology and B.A., Economics courses are taught in Tamil and English languages. B.lit (Tamil) and M.A.,(Tamil literature) are offered to preserve and promote the following: i. Tamil language ii. Ancient traditional knowledge of Tamil iii. Tamil Arts iv. Tamil Culture and traditions. For the appropriate integration of Indian Knowledge system in the curriculam, cell has been constituted in our institution.

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

Rajah Serfoji Government college has taken initiatives to transform its curriculum towards Outcome based Education (OBE). Outcome based education system has been implemented with the following features:1) Development of curriculum framework that outlines specific and measurable outcomes. 2) Instructional Methodology to ensure delivery for specified outcomes. 3) Standards-based assessments that determines whether students have achieved the stated standard. Rajah Serfoji Government college, for award of its degree and for purpose of evaluating outcome attainment ensures that defined COs, POs and PSOs are attained and question papers/ assignments are specifically planned in accordance with CO. Direct and Indirect Methods are used for the assessment of the attainment of CO, PO.The syllabi of all Programs includes Program Outcomes (POs), Program Specific Outcomes (PSOs), course objectives, content, course outcomes, text books and references, lecture outlines, etc. The Program Outcomes (POs), Program Specific Outcomes (POs) and Course Outcomes (COs) of all Programs and courses have been prepared in alignment with college vision, mission and the learning requirements of the students.

20.Distance education/online education:

An e-learning resources portal was launched by the office of the Controller of examination through which the study materials are uploaded in the e-learning portal of our website for the flexible access of our students. The students are allowed to learn,accessing the uploaded study materials in the elearning portal of our college, even if they are not able to attend the classes.

Extended Profile

1.Programme

1.1   **47**

Number of programmes offered during the year:

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

2.Student

2.1   **4753**

Total number of students during the year:

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

2.2   **1132**

Number of outgoing / final year students during the year:

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

2.3   **1352**

Number of students who appeared for the examinations conducted
by the institution during the year:

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

3.Academic

3.1   **1007**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.2   **173**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1

47

Number of programmes offered during the year:

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

2.Student

2.1

4753

Total number of students during the year:

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

2.2

1132

Number of outgoing / final year students during the year:

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

2.3

1352

Number of students who appeared for the examinations conducted by the institution during the year:

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

3.Academic

3.1

1007

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.2 Number of full-time teachers during the year:	**173**

File Description	Documents
Institutional Data in Prescribed Format	**View File**

3.3 Number of sanctioned posts for the year:	**185**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**1576**
4.2 Total number of Classrooms and Seminar halls	**177**
4.3 Total number of computers on campus for academic purposes	**166**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**60**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

All the courses in the entire programme offered by Rajah Serfoji Government College are developed having relevance to local, national and global developmental needs. Every department of study which offers programmes has a Board of Studies (BoS) comprising the faculty and external subject experts who after deliberations approve the syllabus of the course. Every programme presents programme outcomes, programme-specific outcomes, and carries

course outcomes of each course. Additionally, each course/subject of anyprogramme carries a course objective that unfolds the learning outcome for that course. The local needs can be understood at two levels: 1) geographical, for example, city/town surrounding, and 2) language. Since Rajah Serfoji Government College is an autonomous college and offers its programmes in Tamil and English language, the first task to address was to develop the course/subject material of all the courses in Tamil and English, which has relevance to the local, the national and global developmental needs, and if the material is not developed, then the translation of the course/subject material has been done. Rajah Serfoji Government College has adopted both means to address this typical requirement and offered curricula that are on par with any national or international university.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.rsgc.ac.in/academics/Outcome.html

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

36

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

156

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

316

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

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

47

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Rajah Serfoji Government college integrates Cross-cutting issues

of the society like Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness, which are inseparable part of our curriculum. Three days Induction programme related to values and ethics is an integral part of the curriculum of the first year. The compulsory course "Value Education" and "Environmental studies" for first year & "Soft Skill development", "Constitution of India" and "Gender Studies" for the final year are important part of Curriculum. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses. These subjects provide free environment for inculcating values and developing ethical competence among the students. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

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

20

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

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

6316

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

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

316

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	**No File Uploaded**

1.4 - Feedback System

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

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.rsgc.ac.in/academics/alumnifd.html
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.rsgc.ac.in/academics/alumnifd.html
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1612

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

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

1576

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

2.2 - Catering to Student Diversity

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

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through conducting class tests, assignments, tutorials, etc., on the basis of which slow and advanced learners are identified. Specific teaching-learningmethodologies oriented to the needs of such students are then discussed and implemented. Measures are taken accordingly to address the needs of students with different levels of competence. An integrated approach is followed in the classes by our faculty. Traditional teaching methods are aided by new-age technological methods to make learning more engaging and relatable.

Steps taken for advanced learners:

*Provided advanced study material (Books, Journals).

*Provided hands-on training in using the latest apparatus and techniques in laboratories in various programs

*Semester toppers and university rank holders are felicitated on the Annual Day.

Steps taken for slow learners:

*Teachers coordinate with parents of slow learners so that their needs can be catered to.

*Mentor-mentee interaction keeps faculty in constant touch with students, irons out academic and personal issues, and stimulates overall personality development.

*Tutorials and remedial classes are organized, the purpose of which is to give special coaching in areas where they need support.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/04/2024	**4753**	**173**

File Description	Documents
Upload any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The college practices a teaching methodology which focuses on imparting education through a student centric approach. This

methodology helps to transform students from being relegated to the role of passive recipients to active and involved stake holders, apart from boosting their confidence and encouraging independence. Since students vary in their ability to comprehend and absorb it is not possible to address the needs and expectations of individual students and expect a uniform learningoutcome from them all in a teacher-centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level. By ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work, and Projects are some of the means used by departments to boost student participation. Students are encouraged to reflect and analyze by eliciting responses to the subject under discussion. Discussions and debates on contemporary issues are encouraged and students get an opportunity to express and air their views apart from learning to respectthe perspectives of the 'other'.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	Nil

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

The College has been emphasizing ICT enabled tools for effective Teaching-Learning process. All the teachers were already used to conducting lectures using LCDs. The College conducted several training sessions on Online teaching like Google Classrooms, online assessment methods, recording software and other ICT tools. All the lecture recordings and contents were uploaded on the Subject Google Classrooms. The teachers are encouraged to use E-Content in their teaching methodology using the web portal of our college. All the teachers use Google Classroom for their respective subjects. This has made the teaching-learning process more effective and available at any point of the time for all the students.In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings ,Audio system, online sources, to expose the students for advanced knowledge and practical learning.Most of the

faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://elearning.iskooler.com/
Upload any additional information	**No File Uploaded**

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

2.3.3.1 - Number of mentors

136

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

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

The institution carries out the activities as per the calendar. The Departments and other service units prepare their activities and program calendar resonating with the calendar of common programs. It helps micro-level planning by scheduling most of the activities in advance and maximizing the use of infrastructure and ICT facilities.The handbook provides all needed information such as academic programs, curriculum structure, details of the courses, rules, regulations, facilities, scholarships, endowments, list of staff, committees, and so on. This almanac gears up for the overall functioning of the Institution. The handbook contains the Curriculum Structure for both Under Graduate and Post Graduate programs, giving the students a clear picture of the programs and courses like Languages (Part I & II), Major Courses (Part III), the list of Non Major Electives, Skill- Based Electives, Foundation Courses and Soft Skills (Part V), and Bridge Course, and Extension (Part V), etc. Rajah Serfoji Government College has a well-defined unitized syllabus with a time frame that is

provided to the students at the beginning of the course. The course teachers prepare unit-wise teaching plans, teaching aids, methods of teaching-learning, and assessments of the same.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

173

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	**No File Uploaded**

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

89

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	**No File Uploaded**

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

12

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

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

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	**No File Uploaded**

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

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

1. **The institute follows semester system for both UG and PG programs.**
2. **For UG student has to earn 140 credits and PG Students has to earn 90 credits to satisfy the minimum academicrequirement to obtain the degree, Marks obtained in all the credits are considered for the calculation of CGPA.**
3. **Passing Minimum of Continuous Internal Assessment and Written Examinations, For UG Passing Minimum is 40$. For PG**

and M.Phil Passing Minimum is 50%.

4. Continuous Internal Assessment is done through conducting various tests from time to time.
5. Mid Semester and Model Examinations are conducted for each paper of the subject in each semester for UG andPG.
6. Examination Management System (EMS) services are available to integrate all the activities in the examination branch.
7. EMS using Dot.Net as Front End and SQL Express 2008 as Back End.
8. This EMS software works using Client Server Technologies.
9. The Pre and Post examination activities are integrated, starting with examination notifications.In the EMS, Subject Name, Subject Code and Subject Title are created.
10. In the EMS, Student Name, Register Number, Course and Community are created.

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

2.6 - Student Performance and Learning Outcomes

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

After measuring attainment of POs , PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly. Subsequently, the College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanismas follows:-

1. The College follows the Academic Calendar.
2. All the subject teachers prepares Semester-Wise evaluation Reports.
3. Internal examination committee analyzed evaluation reports

of results.

4. **College considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.**

5. **Placement committee took the review of the Students' Progression to Higher Studies and theirPlacement**

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Link for additional Information	https://www.rsgc.ac.in/academics/Outcome.html

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

The College has clearly stated learning outcomes of the Programs and Courses offering in the College and the following mechanism is followed to communicate the learning outcomes to the teachers and students.

1. **Hard Copy of syllabi and Learning Outcomes are available in the college/departments for ready reference to the teachers and students and it is displayed in the college website.**

2. **Learning Outcomes of the Programs and Courses are highlighted and made aware to the students in the induction programme at the beginning of the semester.**

3. **The importance of the learning outcomes has been discussed and communicated to the teachers in staff meeting and IQAC meeting.**

4. **We are offering Under Graduate, Post Graduate and Research programs and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the college follows the curriculum designed by the board of studies.**

5. **The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the college and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board.**

6. **The key indicators of measuring attainment are:**

    1.End Semester Examination. 2.Internal Assessment. 3.Practical Assessment / External Assessment 4.Result

Analysis. 5.Internships and Placements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.rsgc.ac.in/academics/Outcome.html

2.6.3 - Pass Percentage of students

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

1623

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://www.rsgc.ac.in/academics/survey.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

Research is one of the strongest components of Rajah serfoji Government college and it offers various research programmes in different branches of Science, Humanities, Management to award of Ph.D. degree. Faculty members are actively pursuing interdisciplinary and socially relevant research in thrust areas

with state-of-the-art equipments in addition to teaching, consultancy and extension activities. our college is offering admission to Ph.D. programme around the year. 80 teaching staff are recognized as research supervisors in our college.Directorate of Research of our parent university is focusing fully on e-Governance to speed up the process; online process for Ph.D. entrance examination, application for Ph.D. admission, fees collection, submission of soft copy of Synopsis and Thesis, information / status of Ph.D. program needed by research scholars/supervisors is being performed by the university. Reputation of anyHigherEducation institution depends vastly on the 'intellectual scholarship & research productivity', 'creativity calibre & innovation outcome', and 'venture creation & entrepreneurship promotion'. Rajah Serfoji Government college wholly follows the research promotion policy of the parent university. Research committee has been constituted at the college level and it monitors the research activities of the college. It helps the researchers and research advisors for the research developmental activities.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://rsgcnaac.s3.ap-southeast-1.amazonaws.com/set3/researchpolicy.pdf
Any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

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

0

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

3.2 - Resource Mobilization for Research

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

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	**No File Uploaded**

3.2.3 - Number of teachers recognised as research guides

89

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<u>View File</u>
Institutional data in Prescribed format	<u>View File</u>

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

0

File Description	Documents
Supporting document from Funding Agencies	**No File Uploaded**
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

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

Rajah Serfoji Government College provides a conducive environment for the promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involve in the application of Technology for societal needs. Necessary support is provided for Documentation, Publication of Research Papers, and also for

obtaining patents. Awareness meets, workshops, seminars, and guest lectures on Entrepreneurship are organized. Students are provided opportunities to interact with outstanding entrepreneurs excelling in their fields directly. Product Service Training is provided for creating awareness on marketing the products. College has recognized Research Centers in the departments, which would be an added advantage for the students to develop their skills. Rajah Serfoji government college is offering most of the courses in Tamil and English. Importance has been given to integrating the Indian Knowledge system into the curriculum. The faculty members are encouraged to provide classroom delivery in bilingual mode (English and Tamil) and they are permitted and encouraged to attend multidisciplinary and interdisciplinary Refresher Courses.

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

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

16

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

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

A. All of the above

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

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

3.4.2.1 - Number of PhD students registered during the year

11

File Description	Documents
URL to the research page on HEI website	https://www.rsgc.ac.in/Documents/PhD/Regulation2020.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

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

27

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

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

2

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

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

3.4.5.1 - Total number of Citations in Scopus during the year

39

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

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

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

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

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

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

The college organizes a number of extension activities to promote the institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighborhood community. NSS organizes a residential seven-day camp in a nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation, water conservation, road construction, Social

interaction, Group discussion Eradication of superstition, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check-up camp, Veterinary guidance, Farmers meet, Awareness about farmer's suicide, etc. Other than NSS and NCC units, the various departments of the college are conscious of their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, organizing a visit to Orphanages and Anganwadi, Voters awareness, Blood group detection, Health check-up camps, Blood donation camps, Dental checkup camp, etc.

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

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

1

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

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

15

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

953

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

3.7 - Collaboration

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

2

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	**No File Uploaded**

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus is located in 44 acres of land including 107 classrooms,20 laboratories, and 4 seminar halls. In order to implement the plans and achieve the desired goal, the Institute has created adequate infrastructure in terms of computer labs, library, language lab, faculty rooms and classrooms Seminar Halls with Audio Visual Facility. The whole campus has Internet facility with dedicated lease line. The campus has well-equipped playground, Hostel, and mess. Institute has facilities like Xerox, Stationery store, Post office inside the campus. Institute is maintaining conducive environment for the students to achieve their dreams. Canteen and Auditorium are also available. Institute has well-equipped seminar Hall with A/C and LCD, an Internet facility and an Audio-Video room. Institute has 2 advanced & well equipped computer labs with latest configuration. Library is a heart of any institute. The library is very spacious and well-furnished to create a pleasant environment for the students. Library is segmented in Reference Section, Journal Section, Reading Hall andDigital library, etc. The library has a collection of Textbooks, Reference, General and Rare-books etc. The library has a collection of 64084 Text Books, 2231 reference books, and 15 Journals in total.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

The college has ample facilities to coach the students in indoor and outdoor sports and games to host tournaments and spectacular cultural events. The institution has a spacious sports ground to hold regular training and sports events for athletics shot put, disc throw, javelin throw, high and long jump and also organize group like cricket, football, kho-kho and volleyball. The facilities for indoor games like carom and chess also available. The college has well-organized NCC and NSS groups also. The institution has a sports room and store room for keeping sports equipment. To facilitate cultural activities, the college has a huge auditorium and seminar hall. The staff and students make use

of these facilities for unwinding themselves at the time of organizing cultural and literary events, alumni meet, fresher's day and farewell events.As a part of character building with education, our college is conducting yoga and meditation practice classes to the interested students under the guidance of an expert in Yoga.Fine Arts clubis formed for encouraging the Staff and Students in order to develop and extend their Extra Curricular Skills for creating a platform to expose their talents.

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

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

112

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

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

17.46

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The conventional methods and procedures adopted in the library management system were found to be inadequate to meet the demand and requirements of the students and the research scholars. So it was decided by the college management to digitize the library management services in order to enhance the efficiency and accuracy of the delivery of services.

- The link to the LMS application is provided in the college web portal rsgc.ac.in. all the users are provided with user ids to sign up.
- Users can log in to the library portal with their login credentials.
- Users can search for books and journals using key words in their electronic devices. Lending and returning/renewing are carried out in the General and Department libraries.
- All users are provided with barcodes of their user ids.
- Barcode representing accession numbers are affixed in the books.
- The barcodes of the users and the books are scanned using scanners during library transactions.
- Usage reports are periodically generated or whenever there is a need for it. Management of library stock is made easy and simple.
- Locating and accessing books become simple and easy.
- There is an increase who visit the library to enquire about books.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://iskooler.com/#/access/signin

4.2.2 - Institution has access to the following: B. Any 3 of the above
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

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

3.50

File Description	Documents
Audited statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

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

50

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

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

Rajah serfoji Government college, Thanjavur has clear policy regarding Information Technology ,the college has been in the forefront adopting technologies and providing IT enabled service to all its stakeholders .The policy provides the use of IT infrastructure and also lays down Vision and Mission of the college in making all its task IT enabled ,it also outlines a mechanism for establishing and maintaining the IT infrastructure at RSGC campus. RSGC has appropriate budgetary provision for

expansion and updating its IT facilities including wifi.The college has campus network and Wi-Fi facility. BSNL Fiber optic cables are available for faster andefficientconnectivity. Old and outdated computers are upgraded periodically. They are either replaced or enhanced with respect to configuration. Additional computing facilities are added based on the need arising out of requirements of students, research scholars and faculty. Currently we are using BSNL fibre line of 48 MBPS also we have provided Wi-Fi facility to student in the campus. Campus is having 48 MBPS of high speed internet facility. The institute has a 24X7 WiFi facility in the college campus for the student and faculty members to avail internet connection at any place in the college.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4753	166

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and

C. Any two of the above

software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

17.46

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of differentfacilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Laboratory maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. Repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. For Classrooms, the college has various committees for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. Administrative officers will take in charge for student's academic requirements. Additionally there is a lab instructor in every department, who maintains the stock register by physically verifying the items round the year. Department wise annual stock verification is done by concerned Head of the Departments. Regular maintenance of Computer Laboratory equipment's are done by Laboratory Assistant along with Laboratory attendant and they are headed by the faculty incharge.

Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute concern Employees.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

3691

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	**No File Uploaded**

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

164

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

A. All of the above

File Description	Documents
Link to Institutional website	**Nil**
Details of capability development and schemes	[View File](#)
Any additional information	**No File Uploaded**

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

465

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees   **A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	[View File](#)
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2 - Student Progression

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

281

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

111

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

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

0

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

7

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

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

Students with academic competencies are nominated as Class representatives and Students representative are nominated for Cultural, Sports, NSS, NCC etc. This is the form of the composition of the Student Council. Student Volunteers disseminate information from College administration and other committees to all students. They assist the teachers in planning, organizing and executing various student-oriented activities. They act as mediators between students and teachers to share, discuss and Solve their problems, if any and have free access to the Principal. Students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as varied and diverse as Pongal celebration, women's day celebration etc. Students also take active part in conducting Days like Traditional Day, Teacher's Day, and Farewell functions and also take the responsibility of maintaining discipline on the Campus. Students also show lot of enthusiastic support in innovative practices and best practices of the college, that include participation in activities related to gender consciousness, and gender equity, our college also takes pride in engaging the students in value added courses that help in creating a social, ethically responsible citizen.

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

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

13

File Description	Documents
Report of the event	<u>View File</u>
List of sports and cultural events / competitions organised per year	<u>View File</u>
Upload any additional information	<u>View File</u>

5.4 - Alumni Engagement

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

Rajah Serfoji Government College was established with the motive to serve society. From the very day of incorporation, the college has been trying to provide maximum facilities and welfare to its students. Hence, the alumni have been attached to the college with heart and soul. At present, in the college, the fourth generation is being taught which shows that lakhs of students at Graduate, Post Graduate, and Doctoral level have passed out from this esteemed institution. As a result, although all the students may not directly contribute to the college's development, the ex-students are associated in bulk with the college and are always eager and committed to its development. It is because of the mouth publicity and the alumni acting as ambassadors, that the college does not need any media advertisement for admission like other colleges in its locality do. Therefore we save 2-3 lakh per annum. There are numerous alumni who are directly or indirectly contributing to the development of the college.

Activities and Contributions: Alumni have donated funds to assist the Poor & Merit students of the Institution. Alumni are included as members in the Board of studies of all departments. They are invited for meetings at the college and they interact with their teachers and express their suggestions on curriculum revision. Few Alumni gave Guest lecturers to the existing students on some contemporary technological developments and career guiding focuses.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	**Nil**

5.4.2 - Alumni's financial contribution during the year

B. 10 Lakhs - 15 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Governing body designs and executes Short-term, Long-term plans to integrate departmental plans, findings of SWOT analysis, and other recommendations from the stakeholders. Every year this process is conducted in the institution and The policy and planning are carried out according to consultation with stakeholders. The principal with the help of the department-wise committees formulates quality policy and integrates the same in the strategic plan. Formulation of action plans and defining the policy objectives attempt to address the issues of systematic change to provide quality education. By creating robust principles, frameworks, systems, and processestheinstitution intends to reinforce the culture of excellence. All the systems work together as a team aiming to be champions of organizational change. The Departments foster a healthy competitive atmosphere among themselves and each one strives to accomplish excellence in their standards. The institution follows a democratic and participatory mode of governance with all stakeholdersparticipating actively in its administration. The Governing Body delegates authority to the Principal who, in turn, shares it with the different levels of functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.rsgc.ac.in/About/AboutRsgc.html

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

The institution follows the academic calendar which describes about admission, internal assessment,extracurricular activities and its analysis etc.-Under the direct supervision of principal all the departments of the institutefunction.-Day to day academic activities of the departments are taken care by the HODS.-The principal as a representative of the institute leads its faculty membersand HODs in all academic matters. He encourages and cooperates the HODs andfaculty members in ensuring a proper academic environment in the institutewhich may benefit the students.The Plans and the Policies for fulfillment of the mission of theinstitute are executed by the active faculty members. For this purposedifferent committees have been constituted in the institute, who has beenentrusted with the responsibility of implementing the programs and policies.For the proper functioning of the institute and promotion ofparticipative management, the institute runs on a decentralized managementoperative process, wherein different committees have been framed by theprincipal in the governance of the institute. Such decentralized andparticipative management leads to a situation of harmony and congenialatmosphere in the institute for the development of the students.A number of committees have been constituted by the principal to runthe institute properly and smoothly. Senior members of different facultieshead the respective committees.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File]()
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2 - Strategy Development and Deployment

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

Rajah Serfoji Government College has a mechanism of providing operational autonomy at various levels to ensure decentralized governance. The Principal in consultation with the Teachers' Council nominates different committees for the planning and implementation of different academic, student administration, and

related policies. Every year, the composition of different committees is changed to ensure uniform exposure of duties for the academic and professional development of faculty members. Following are the different subcommittees :

- College Prospectus

- UG Admission Committee

- College IT Committee

- Library Development Committee

- UGC DST Project Monitoring Unit

- AISHE NIRF Data compilation Cell

- Discipline monitoring committee

- Fine Arts Committee

- Sports Committee

- Women's cell

- Canteen Monitoring Committee

- RUSA-Project Monitoring Unit

- Anti-Ragging Committee

- Career Counselling and Placement Cell

- Grievance Redressal Cell (Samadhan)

- Income Tax (IT) Related Committee.

The Organizational setup of the institution is inclusive of all the human resources that activate the functioning of the institution. The organizational structure of the college is divided into two main classifications viz Administration and Academic structures. The hierarchical order of the first division is the Ministry of Education, Directorate of Collegiate Education, Regional Joint Directorate(Dharmapuri), and the Principal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rsgc.ac.in/Documents/AboutUs/Strategic%20Planning.pdf
Upload any additional information	No File Uploaded

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

The Organogram of the institutionis administered by the Directorateof Collegiate Education, Chennai, Tamilnadu. The Policies ,Guidelines and Procedures of Higher Educationare formulated andinstucted to the Principal of theCollege and executed at the grass root level.The overall planning and development of the institution is done bythe Academic Councilheaded by the Principal. The day-to-day administrative affairs of the College are managed bythe Bursar and the Office Superentendent assisted by Clerks in the office.The Principal is the academic head, ensuring the proper conduct of all the academic, research and extension activities.

The Academic Council constitutesas per the instruction of the HigherEducation Department of the State Government, UGC, MHRD and affiliated University guidelines.The programmes, courses and activities are periodically evaluated bythe College and folow up is made int he form of feedback.There are Committees, Cells and Clubs focussing on specific tasksand roles in the College.The IQAC Co-ordinator proposes Action plan every year for individualDepartments and monitors the progress of the work done by the Departments.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.rsgc.ac.in/About/AboutRsgc.html
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

B. Any three of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The teaching and the non-teaching staff of the college are taken care of by government through multiple welfare measures. All the employees of the college, both teaching and non-teaching, enjoy the welfare measures as per the rules of the Government of Tamil Nadu. The faculty performance appraisal has been collected on a regular basis, and applications are invited from the eligible faculty members for promotion as per the UGC-Guidelines. Apart from that, additional measures are granted by the college especially to its teaching and nonteaching staff as per the Tamil nadu government regulations.

Medical Leave and Maternal Leave for eligible staff members Career Advancement Scheme Annual Increment Faculties are eligible for Earned Leave Family Health Insurance Internet and free Wi-Fi facilities are also available in campus for staff Special Provident Fund Compensatory Provident Fund Gratuity Provident Fund Interest Free Festival Advance Health Insurance Leave for attending Overseas Project/ Conference 24 hour power back-up (100%) Water Purification Plant in Campus Security in Service Staff Co-Operative thrift Society Co-operative society store Special Leave Sanctioned Increment for Higher Education Free access to digital library Special permission to create MOOC courses Special OD to attend FDP Guidance to newly appointed professors etc.

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

3

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit The principal forms various committees every year to conductinternal audit of all the departments including office. The internal checking committee physically verifies the stock ofindividual departments and submits the chekcing reports on the same. External Audit a) DC Audit : Officials from DC office, Chennai along with thebursar / superintendent of arts and science colleges visit the institution once in three years and conducts external audit.

b) AG Audit : This is being conducted by AG office once in fiveyears. Both these audits cover all financial and accounting activities of the Institute. This includes scrutiny of thefollowing:

(a) all receipts from fee, endowments, interest earnedand returns on savings ;

(b) all payments to staff, vendors,contractors, students and other service providers.

Mechanism for Settling audit objections 1. The audit team seeks the clarifications / required docuemnts fromthe department / faculty who has audit objection. If the audit team is satisfied with the information / documents, the objection isdropped immediately.

2.If the department / individual is not able to clarify the issueswith required documents, then specific time period will be given for settling the audit objection with remarks.

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

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

12.5

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

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

Our resource mobilization policy and procedures are as follows:

- **The institution set up a UGC Committees as per the directions of the UGC given in the XII Plan.**
- **The UGC Committee, in close coordination with the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.**
- **The Purchase Committee takes care that purchases are done properly and in accordance with the rules.**
- **The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.**
- **Regular internal audits from the Charted Accountant and external audits from the government make sure that the mobilization of the resources is being done properly .**
- **TANCHE's financial assistance to student's mini project has been properly paid out and it gained its impetus to the college. The beneficiaries have been monitored by the heads of the department and the principal in the particular interval.**
- **The college has also taken measures to increase the source of income through PTA and Alumini Association etc.**

Perspective plan has been formulated toutilize the fees collected from the students.

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

6.5 - Internal Quality Assurance System

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

Rajah Serfoji Government college attempts to maintain quality through a persistent focus on imparting quality education, through its innovative, comprehensiveand flexible education policy. Its Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. The IQAC was constituted in 2007. Since then, it has been performing the following tasks on a regular basis: 1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students. 2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff. 3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. 4.Students Feed Back Form , Staff Feed Back Form, Students Satisfactory Survey are conducted periodically. Suggestions made by them areviewed seriously and proper actions are taken by the IQAC . 5.The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.rsgc.ac.in/Iqac/Reports.html

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

• **The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. • The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. • Admission to various programmes, examination schedule and declaration of results are notified in the Academic Calendar. • All newly admitted students have to compulsorily attend the Induction Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline andculture of the Institute. All students are provided with the Student Diary that provides all details relevant for students. • Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. • The HOD's and the Discipline Committee members make random visits to ensure smooth functioning of classes. • Feedback from students is also taken individually by teachers for their respective courses through IQAC. Students are also free to approach the Principal of the Institute for feedback and suggestions. • Feedback is properly analyzed and shared with the Principal, HODs and individual faculty members.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.rsgc.ac.in/Iqac/Reports.html

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.rsgc.ac.in/Iqac/Reports.html
Upload e-copies of accreditations and certification	**No File Uploaded**
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Gender sensitivity is an inherent value in the cultural ethos of the institute is evident by the following facilities –

- **Security checkpoints at all campus entries and exits.**
- **Rotational duty by all faculty members for discipline and security.**
- **Night Patrols by the security service.**
- **Strict implementation of Anti-Ragging, and Anti-Smoking.**
- **Awareness campaigns on women safety and gender sensitivity through rallies by NSS and NCC student volunteers.**
- **Formal and informal avenues for counseling male and female students and staff for academic and otherissues/problems.**
- **Grievance Redressal Committees for staff and students.**
- **Orientation Programmes for girl students.**
- **Medical Counseling, Moral Counseling, Career Counseling, Village Counseling for girl students.**
- **common waiting hall have been allocated for women.**
- **Curriculum and Coursework based on gender equity.**
- **A course on feminism has been included in thesyllabus for UG course.**
- **24-hour CCTV surveillance is maintained in the college.**
- **A separate Discipline Committee for girls in the institution to take care of safety and security of the students.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Rajah Serfoji Government College has a clearly established waste management system ton the campus for better awareness to all stakeholders. TheCampus maintains a Green atmosphere with trees and other organic cultivations.

SOLID WASTE MANAGEMENT Workshops andawareness programs were organized in the College.

LIQUID WASTE MANAGEMENT The save water campaign has been conducted by NSS and NCCstudents.

Biomedical waste management Workshops on Bio-Medical Waste Management Rules and procedures were conducted in college tocreate awareness on Biomedical waste management.

E-WASTE MANAGEMENT As per the government of Tamilnadu guidelines the e-waste management system has a very efficientmechanism to dispose of E wastes generated from various sources of the college.

WASTE RECYCLING SYSTEM Degradable solid waste collected from the cafeteria and campus are dumped in the Vermi Compost Unitmaintained by the Department of Zoology to make some Organic fertilizer which is used for Gardening.

HAZARDOUS CHEMICALS AND RADIOACTIVE WASTE MANAGEMENT The campus is free from any kind of hazardous medical waste. Ideally, collection, transportation andproper handling of chemicals begin with understanding the potential hazards related to their use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geotagged photographs of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

            C. Any 2 of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

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

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

            C. Any 2 of the above

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

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

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

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural,regional, linguistic, communal socioeconomic and other diversities. Different sports and culturalactivities organized inside the college promote harmony towards each other. This establishes positiveinteraction among people of different racial and cultural backgrounds. There are different grievance Redressal cells in the institute like Student Grievance Redressal cell, Anti Ragging cell which deal withgrievances without considering anyone's racial or cultural background. Institute has code of ethics forstudents and a separate code of ethics for teachers and other employees, which has to be followed byeach one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and otherdiversities. We believe in unity in diversity that is why our students respect the different religion,language and culture. We feel the college is our second home and all faculties like a family member. Ourstudents also celebrate the different festivals with joy and enthusiasm, which help them to implant thesocial and religious harmony. To represent Tamil culture, Pongal is celebrated in our campus. Thiscreates the inclusive environment in the college and society.Rajah Serfoji Government college is proactively taking efforts in providing an inclusive environment.

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

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

The Institution conduct various awareness programmes like environmental cleanup, Importance of Voting etc. for the sensitization of students and employees. Inaddition YRC,RRC and NSS units in our college conduct various awareness programmes like blood donation, tree plantation, First-aid awareness etc. Seminars and Invited lectures on human rights, public health, etc.stimulate the student and employee duties and responsibilities.The employees and students are encouraged by getting the special speeches delivered by senior faculty or invited guests. Republic day and Independence Day celebrated witheminent speech from Principal and other staff members about freedom fighters. These are to initiate thestudents and employees to know the values of freedom fighters , their duties, rights and theirresponsibilities and the way of follow them in the constitutional obligationDepartments organizingEducational field trips to important places to realize the students about culturalvalues and their responsibilities to protect the natural resources. These trips acquired the knowledge ofstudents and employees in different culture, socio-economic backgrounds, understanding of varioussocial issues, leadership and communication skills. Employees and some of the students are participating in the election duties and create their social responsibilities

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on   **A. All of the above**

the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	**No File Uploaded**

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

The college celebrates / organizes national and internationalcommemorative days, events and festivals.Celebrations on Commemorative Events 2023-2024 is an integral part oflearning and building a strong cultural belief among students.The events and festivals organized at college are often celebratedwith great pomp and gaiety.The college celebrates & organizes the birth anniversaries ofnational leaders and important Days.For the academic year 2023-2024, the Institution celebrated thesignificant days like World Book Day , National Birds Day,World Consumer Rights day, National Tiger Day, ConstitutionDay, Martyrs day and Voters Day.The regional festivals like 'Pongal' and 'Saraswathi Pooja' werecelebrated by the students, the teachers and the administrativestaff of the college. Martyrs day wascelebrated honouring the father ofour nation and the faculty members took the Oath.National days like Independence and Republic Day were celebrated bythe faculty members.The college strongly believes in that Education willdefinitely enrich, enhance, enlighten and empower the quality andStatus of Women towards emancipation and to become a responsiblecitizens.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Promoting Societal Responsibility and Raising Life-Energy

The main goal is to inculcate among students desire to serve to the community and shape and sharpen their social responsibility and character building of the students. Students are from different levels of economic and social status from rural areas. Although the parents are economically weaker, parents keep their wards in comfort making them to unaware of shortcomings. As they provide everything readily to them with lots of sufferings without showing to them which make them to feel taken for granted. Students should understand their social responsibilities to serve community.Students are asked to enroll in any one of the service organizations like NSS, NCC, YRC, Consumer Club, Leo Club, Red Ribbon Club, Women Cell, Environmental Club, Disability Resource Centre, Clean Thanjavur, Consumer Awareness Committee, Police Cyber Club, CLP, Fine arts club, Institutional innovation centre, soft skill centre etc, . Students are made to visit villages and understand lifestyle and socio-economic status of the people. Students are asked to attend camps and understand services which villagers require.

File Description	Documents
Best practices in the Institutional website	https://www.rsgc.ac.in/About/Distinctiveness.html
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Empowering the Downtrodden Through Holistic Education

Monitors the progress of the students based on their performances in the CIA components

Remedial Classes: Based on the performance of the students in the odd semester, the studentsare shortlisted for remedial classes in core and allied courses. Special Remedial classes are taken forSC/ST students. Counseling: Students suffering from emotional distress and cultural shock are given necessarycounseling and support through trained faculty members of the departments.In addition, the department societies and forums offer ample opportunities to sharpen their skills andtalents to enhance their career. Internal Compliance Committee deal with their grievancesinstantaneously and they get placements through campus interview. The library and the digital librarywith longer opening hours (9.00 am to 4.00 pm) with free internet facilities give a wonderful opportunityto learn the subject and additional readings. The students are given opportunities to develop the skill to achieve the goals. The students with fine arts skills are groomed by the Fine Arts club. So, the studentswould certainly identify their potential and enrich their unique skill or multitasking skills for developingtheir careers.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

All the courses in the entire programme offered by Rajah Serfoji Government College are developed having relevance to local, national and global developmental needs. Every department of study which offers programmes has a Board of Studies (BoS) comprising the faculty and external subject experts who after deliberations approve the syllabus of the course. Every programme presents programme outcomes, programme-specific outcomes, and carries course outcomes of each course. Additionally, each course/subject of anyprogramme carries a course objective that unfolds the learning outcome for that course. The local needs can be understood at two levels: 1) geographical, for example, city/town surrounding, and 2) language. Since Rajah Serfoji Government College is an autonomous college and offers its programmes in Tamil and English language, the first task to address was to develop the course/subject material of all the courses in Tamil and English, which has relevance to the local, the national and global developmental needs, and if the material is not developed, then the translation of the course/subject material has been done. Rajah Serfoji Government College has adopted both means to address this typical requirement and offered curricula that are on par with any national or international university.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.rsgc.ac.in/academics/Outcome.html

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

36

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

156

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

316

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

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

47

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<u>View File</u>
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	<u>View File</u>

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Rajah Serfoji Government college integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness, which are inseparable part of our curriculum. Three days Induction programme related to values and ethics is an integral part of the curriculum of the first year. The compulsory course "Value Education" and "Environmental studies" for first year & "Soft Skill development", "Constitution of India" and "Gender Studies" for the final year are important part of Curriculum. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses. These subjects provide free environment for inculcating values and developing ethical competence among the students. It is in response to a long- felt and urgent need to integrate value education with decision making skills in their personal, social and professional life. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<u>View File</u>
Any additional information	**No File Uploaded**

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

20

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	**No File Uploaded**

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

6316

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

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

316

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	**No File Uploaded**

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.rsgc.ac.in/academics/alumnifd.html
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.rsgc.ac.in/academics/alumnifd.html
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1612

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

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

1576

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

2.2 - Catering to Student Diversity

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

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through conducting class tests, assignments, tutorials, etc., on the basis of which slow and advanced learners are identified. Specific teaching-learningmethodologies oriented to the needs of such students are then discussed and implemented. Measures are taken accordingly to address the needs of students with different levels of competence. An integrated approach is followed in the classes by our faculty. Traditional teaching methods are aided by new-age technological methods to make learning more engaging and relatable.

Steps taken for advanced learners:

*Provided advanced study material (Books, Journals).

*Provided hands-on training in using the latest apparatus and techniques in laboratories in various programs

*Semester toppers and university rank holders are felicitated on the Annual Day.

Steps taken for slow learners:

*Teachers coordinate with parents of slow learners so that their needs can be catered to.

*Mentor-mentee interaction keeps faculty in constant touch with students, irons out academic and personal issues, and stimulates overall personality development.

*Tutorials and remedial classes are organized, the purpose of which is to give special coaching in areas where they need support.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/04/2024	4753	173

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The college practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stake holders, apart from boosting their confidence and encouraging independence. Since students vary in their ability to comprehend and absorb it is not possible to address the needs and expectations of individual students and expect a uniform learningoutcome from them all in a teacher-centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level. By ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work, and Projects are some of the means used by departments to boost student participation. Students are encouraged to reflect and analyze by eliciting responses to the subject under discussion. Discussions and debates on contemporary issues are encouraged and students get an opportunity to express and air their views apart from learning to respectthe perspectives of the 'other'.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	**Nil**

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

The College has been emphasizing ICT enabled tools for effective Teaching-Learning process. All the teachers were already used to conducting lectures using LCDs. The College conducted several training sessions on Online teaching like Google Classrooms, online assessment methods, recording software and other ICT tools. All the lecture recordings and contents were uploaded on the Subject Google Classrooms. The teachers are encouraged to use E-Content in their teaching methodology using the web portal of our college. All the teachers use Google Classroom for their respective subjects. This has made the teaching-learning process more effective and available at any point of the time for all the students.In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings ,Audio system, online sources, to expose the students for advanced knowledge and practical learning.Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://elearning.iskooler.com/
Upload any additional information	**No File Uploaded**

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

2.3.3.1 - Number of mentors

136

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

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

The institution carries out the activities as per the calendar. The Departments and other service units prepare their activities and program calendar resonating with the calendar of common programs. It helps micro-level planning by scheduling most of the activities in advance and maximizing the use of infrastructure and ICT facilities. The handbook provides all needed information such as academic programs, curriculum structure, details of the courses, rules, regulations, facilities, scholarships, endowments, list of staff, committees, and so on. This almanac gears up for the overall functioning of the Institution. The handbook contains the Curriculum Structure for both Under Graduate and Post Graduate programs, giving the students a clear picture of the programs and courses like Languages (Part I & II), Major Courses (Part III), the list of Non Major Electives, Skill- Based Electives, Foundation Courses and Soft Skills (Part V), and Bridge Course, and Extension (Part V), etc. Rajah Serfoji Government College has a well-defined unitized syllabus with a time frame that is provided to the students at the beginning of the course. The course teachers prepare unit-wise teaching plans, teaching aids, methods of teaching-learning, and assessments of the same.

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

2.4 - Teacher Profile and Quality

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

173

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

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

89

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

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

12

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

2.5 - Evaluation Process and Reforms

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

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	No File Uploaded

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

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

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

1. The institute follows semester system for both UG and PG programs.
2. For UG student has to earn 140 credits and PG Students has to earn 90 credits to satisfy the minimum academicrequirement to obtain the degree, Marks obtained in all the credits are considered for the calculation of CGPA.
3. Passing Minimum of Continuous Internal Assessment and Written Examinations, For UG Passing Minimum is 40$. For PG and M.Phil Passing Minimum is 50%.
4. Continuous Internal Assessment is done through conducting various tests from time to time.
5. Mid Semester and Model Examinations are conducted for each paper of the subject in each semester for UG andPG.
6. Examination Management System (EMS) services are available to integrate all the activities in the examination branch.
7. EMS using Dot.Net as Front End and SQL Express 2008 as Back End.
8. This EMS software works using Client Server Technologies.
9. The Pre and Post examination activities are integrated,

starting with examination notifications.In the EMS, Subject Name, Subject Code and Subject Title are created.

10. **In the EMS, Student Name, Register Number, Course and Community are created.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

After measuring attainment of POs , PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly. Subsequently, the College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanismas follows:-

1. **The College follows the Academic Calendar.**
2. **All the subject teachers prepares Semester-Wise evaluation Reports.**
3. **Internal examination committee analyzed evaluation reports of results.**
4. **College considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.**
5. **Placement committee took the review of the Students' Progression to Higher Studies and theirPlacement**

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Link for additional Information	https://www.rsgc.ac.in/academics/Outcome.html

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

The College has clearly stated learning outcomes of the Programs and Courses offering in the College and the following mechanism is followed to communicate the learning outcomes to the teachers and students.

1. **Hard Copy of syllabi and Learning Outcomes are available in the college/departments for ready reference to the teachers and students and it is displayed in the college website.**
2. **Learning Outcomes of the Programs and Courses are highlighted and made aware to the students in the induction programme at the beginning of the semester.**
3. **The importance of the learning outcomes has been discussed and communicated to the teachers in staff meeting and IQAC meeting.**
4. **We are offering Under Graduate, Post Graduate and Research programs and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the college follows the curriculum designed by the board of studies.**
5. **The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the college and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board.**

6. **The key indicators of measuring attainment are:**

   1.End Semester Examination. 2.Internal Assessment. 3.Practical Assessment / External Assessment 4.Result Analysis. 5.Internships and Placements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.rsgc.ac.in/academics/Outcome.html

2.6.3 - Pass Percentage of students

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

1623

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://www.rsgc.ac.in/academics/survey.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

Research is one of the strongest components of Rajah serfoji Government college and it offers various research programmes in different branches of Science, Humanities, Management to award of Ph.D. degree. Faculty members are actively pursuing interdisciplinary and socially relevant research in thrust areas with state-of-the-art equipments in addition to teaching,

consultancy and extension activities. our college is offering admission to Ph.D. programme around the year. 80 teaching staff are recognized as research supervisors in our college.Directorate of Research of our parent university is focusing fully on e-Governance to speed up the process; online process for Ph.D. entrance examination, application for Ph.D. admission, fees collection, submission of soft copy of Synopsis and Thesis, information / status of Ph.D. program needed by research scholars/supervisors is being performed by the university. Reputation of anyHigherEducation institution depends vastly on the 'intellectual scholarship & research productivity', 'creativity calibre & innovation outcome', and 'venture creation & entrepreneurship promotion'. Rajah Serfoji Government college wholly follows the research promotion policy of the parent university. Research committee has been constituted at the college level and it monitors the research activities of the college. It helps the researchers and research advisors for the research developmental activities.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://rsgcnaac.s3.ap-southeast-1.amazon aws.com/set3/researchpolicy.pdf
Any additional information	No File Uploaded

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

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

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

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

0

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

3.2 - Resource Mobilization for Research

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

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	**No File Uploaded**
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	**No File Uploaded**

3.2.3 - Number of teachers recognised as research guides

89

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	[View File](#)
Institutional data in Prescribed format	[View File](#)

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

0

File Description	Documents
Supporting document from Funding Agencies	**No File Uploaded**
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

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

Rajah Serfoji Government College provides a conducive environment for the promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to

the students. Students are encouraged to actively involve in the application of Technology for societal needs. Necessary support is provided for Documentation, Publication of Research Papers, and also for obtaining patents. Awareness meets, workshops, seminars, and guest lectures on Entrepreneurship are organized. Students are provided opportunities to interact with outstanding entrepreneurs excelling in their fields directly. Product Service Training is provided for creating awareness on marketing the products. College has recognized Research Centers in the departments, which would be an added advantage for the students to develop their skills. Rajah Serfoji government college is offering most of the courses in Tamil and English. Importance has been given to integrating the Indian Knowledge system into the curriculum. The faculty members are encouraged to provide classroom delivery in bilingual mode (English and Tamil) and they are permitted and encouraged to attend multidisciplinary and interdisciplinary Refresher Courses.

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

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

16

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

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

through authenticated software

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

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

3.4.2.1 - Number of PhD students registered during the year

11

File Description	Documents
URL to the research page on HEI website	https://www.rsgc.ac.in/Documents/PhD/Regulation2020.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

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

27

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

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

2

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

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

3.4.5.1 - Total number of Citations in Scopus during the year

39

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	**No File Uploaded**

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

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	**No File Uploaded**

3.5 - Consultancy

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

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	**No File Uploaded**
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	**No File Uploaded**
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

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

The college organizes a number of extension activities to promote the institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighborhood community. NSS organizes a residential seven-day camp in a nearby adopted village and several activities were carried out by NSS volunteers

addressing social issues which include cleanliness, tree plantation, water conservation, road construction, Social interaction, Group discussion Eradication of superstition, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check-up camp, Veterinary guidance, Farmers meet, Awareness about farmer's suicide, etc. Other than NSS and NCC units, the various departments of the college are conscious of their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, organizing a visit to Orphanages and Anganwadi, Voters awareness, Blood group detection, Health check-up camps, Blood donation camps, Dental checkup camp, etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

1

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

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

15

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

953

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

3.7 - Collaboration

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

2

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus is located in 44 acres of land including 107 classrooms,20 laboratories, and 4 seminar halls. In order to implement the plans and achieve the desired goal, the Institute has created adequate infrastructure in terms of computer labs, library, language lab, faculty rooms and classrooms Seminar Halls with Audio Visual Facility. The whole campus has Internet facility with dedicated lease line. The campus has well-equipped playground, Hostel, and mess. Institute has facilities like Xerox, Stationery store, Post office inside the campus. Institute is maintaining conducive environment for the students to achieve their dreams. Canteen and Auditorium are also available. Institute has well-equipped seminar Hall with A/C and LCD, an Internet facility and an Audio-Video room. Institute has 2 advanced & well equipped computer labs with latest configuration. Library is a heart of any institute. The library is very spacious and well-furnished to create a pleasant environment for the students. Library is segmented in Reference Section, Journal Section, Reading Hall andDigital library, etc. The library has a collection of Textbooks, Reference, General and Rare-books etc. The library has a collection of 64084 Text Books, 2231 reference books, and 15 Journals in total.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The college has ample facilities to coach the students in indoor and outdoor sports and games to host tournaments and spectacular cultural events. The institution has a spacious sports ground to hold regular training and sports events for athletics shot put, disc throw, javelin throw, high and long jump and also organize group like cricket, football, kho-kho and volleyball. The facilities for indoor games like carom and chess also available. The college has well-organized NCC and NSS groups also. The institution has a sports room and store

room for keeping sports equipment. To facilitate cultural activities, the college has a huge auditorium and seminar hall. The staff and students make use of these facilities for unwinding themselves at the time of organizing cultural and literary events, alumni meet, fresher's day and farewell events.As a part of character building with education, our college is conducting yoga and meditation practice classes to the interested students under the guidance of an expert in Yoga.Fine Arts clubis formed for encouraging the Staff and Students in order to develop and extend their Extra Curricular Skills for creating a platform to expose their talents.

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

112

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

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

17.46

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The conventional methods and procedures adopted in the library management system were found to be inadequate to meet the demand and requirements of the students and the research scholars. So it was decided by the college management to digitize the library management services in order to enhance the efficiency and accuracy of the delivery of services.

- The link to the LMS application is provided in the college web portal rsgc.ac.in. all the users are provided with user ids to sign up.
- Users can log in to the library portal with their login credentials.
- Users can search for books and journals using key words in their electronic devices. Lending and returning/renewing are carried out in the General and Department libraries.
- All users are provided with barcodes of their user ids.
- Barcode representing accession numbers are affixed in the books.
- The barcodes of the users and the books are scanned using scanners during library transactions.
- Usage reports are periodically generated or whenever there is a need for it. Management of library stock is made easy and simple.
- Locating and accessing books become simple and easy.
- There is an increase who visit the library to enquire about books.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iskooler.com/#/access/signin

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

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

3.50

File Description	Documents
Audited statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

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

50

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

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

Rajah serfoji Government college, Thanjavur has clear policy regarding Information Technology ,the college has been in the forefront adopting technologies and providing IT enabled service to all its stakeholders .The policy provides the use of IT infrastructure and also lays down Vision and Mission of the college in making all its task IT enabled ,it also outlines a

mechanism for establishing and maintaining the IT infrastructure at RSGC campus. RSGC has appropriate budgetary provision for expansion and updating its IT facilities including wifi.The college has campus network and Wi-Fi facility. BSNL Fiber optic cables are available for faster andefficientconnectivity. Old and outdated computers are upgraded periodically. They are either replaced or enhanced with respect to configuration. Additional computing facilities are added based on the need arising out of requirements of students, research scholars and faculty. Currently we are using BSNL fibre line of 48 MBPS also we have provided Wi-Fi facility to student in the campus. Campus is having 48 MBPS of high speed internet facility. The institute has a 24X7 WiFi facility in the college campus for the student and faculty members to avail internet connection at any place in the college.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4753	166

File Description	Documents
Upload any additional information	No File Uploaded

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

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities	C. Any two of the above

available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

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

17.46

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

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

The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of differentfacilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Laboratory maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. Repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. For Classrooms, the college has various committees for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. Administrative officers will take in charge for student's academic requirements. Additionally there is a lab instructor in every department, who maintains the stock

register by physically verifying the items round the year. Department wise annual stock verification is done by concerned Head of the Departments. Regular maintenance of Computer Laboratory equipment's are done by Laboratory Assistant along with Laboratory attendant and they are headed by the faculty incharge. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute concern Employees.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

3691

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

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

164

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

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students'	A. All of the above

capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	**Nil**
Details of capability development and schemes	<u>View File</u>
Any additional information	**No File Uploaded**

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

465

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2 - Student Progression

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

281

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

111

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

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

0

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

7

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

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

Students with academic competencies are nominated as Class representatives and Students representative are nominated for Cultural, Sports, NSS, NCC etc. This is the form of the composition of the Student Council. Student Volunteers disseminate information from College administration and other committees to all students. They assist the teachers in planning, organizing and executing various student-oriented activities. They act as mediators between students and teachers to share, discuss and Solve their problems, if any and have free access to the Principal. Students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as varied and diverse as Pongal celebration, women's day celebration etc. Students also take active part in conducting Days like Traditional Day, Teacher's Day, and Farewell functions and also take the responsibility of maintaining discipline on the Campus. Students also show lot of enthusiastic support in innovative practices and best practices of the college, that include participation in activities related to gender consciousness, and gender equity, our college also takes pride in engaging the students in value added courses that help in creating a social, ethically responsible citizen.

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

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

13

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

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

Rajah Serfoji Government College was established with the motive to serve society. From the very day of incorporation, the college has been trying to provide maximum facilities and welfare to its students. Hence, the alumni have been attached to the college with heart and soul. At present, in the college, the fourth generation is being taught which shows that lakhs of students at Graduate, Post Graduate, and Doctoral level have passed out from this esteemed institution. As a result, although all the students may not directly contribute to the college's development, the ex-students are associated in bulk with the college and are always eager and committed to its development. It is because of the mouth publicity and the alumni acting as ambassadors, that the college does not need any media advertisement for admission like other colleges in its locality do. Therefore we save 2-3 lakh per annum. There are numerous alumni who are directly or indirectly contributing to the development of the college.

Activities and Contributions: Alumni have donated funds to assist the Poor & Merit students of the Institution. Alumni are included as members in the Board of studies of all departments.

They are invited for meetings at the college and they interact with their teachers and express their suggestions on curriculum revision. Few Alumni gave Guest lecturers to the existing students on some contemporary technological developments and career guiding focuses.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year	B. 10 Lakhs - 15 Lakhs

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Governing body designs and executes Short-term, Long-term plans to integrate departmental plans, findings of SWOT analysis, and other recommendations from the stakeholders. Every year this process is conducted in the institution and The policy and planning are carried out according to consultation with stakeholders. The principal with the help of the department-wise committees formulates quality policy and integrates the same in the strategic plan. Formulation of action plans and defining the policy objectives attempt to address the issues of systematic change to provide quality education. By creating robust principles, frameworks, systems, and processestheinstitution intends to reinforce the culture of excellence. All the systems work together as a team aiming to be champions of organizational change. The Departments foster a healthy competitive atmosphere among themselves and each one strives to accomplish excellence in their standards. The institution follows a democratic and participatory mode of governance with all stakeholdersparticipating actively in its administration. The Governing Body delegates authority to the Principal who, in turn, shares it with the different levels of

functionaries in the college. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementing the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.rsgc.ac.in/About/AboutRsgc.html

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

The institution follows the academic calendar which describes about admission, internal assessment,extracurricular activities and its analysis etc.-Under the direct supervision of principal all the departments of the institutefunction.-Day to day academic activities of the departments are taken care by the HODS.-The principal as a representative of the institute leads its faculty membersand HODs in all academic matters. He encourages and cooperates the HODs andfaculty members in ensuring a proper academic environment in the institutewhich may benefit the students.The Plans and the Policies for fulfillment of the mission of theinstitute are executed by the active faculty members. For this purposedifferent committees have been constituted in the institute, who has beenentrusted with the responsibility of implementing the programs and policies.For the proper functioning of the institute and promotion ofparticipative management, the institute runs on a decentralized managementoperative process, wherein different committees have been framed by theprincipal in the governance of the institute. Such decentralized andparticipative management leads to a situation of harmony and congenialatmosphere in the institute for the development of the students.A number of committees have been constituted by the principal to runthe institute properly and smoothly. Senior members of different facultieshead the respective committees.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

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

Rajah Serfoji Government College has a mechanism of providing operational autonomy at various levels to ensure decentralized governance. The Principal in consultation with the Teachers' Council nominates different committees for the planning and implementation of different academic, student administration, and related policies. Every year, the composition of different committees is changed to ensure uniform exposure of duties for the academic and professional development of faculty members. Following are the different subcommittees :

- College Prospectus

- UG Admission Committee

- College IT Committee

- Library Development Committee

- UGC DST Project Monitoring Unit

- AISHE NIRF Data compilation Cell

- Discipline monitoring committee

- Fine Arts Committee

- Sports Committee

- Women's cell

- Canteen Monitoring Committee

- **RUSA-Project Monitoring Unit**

- **Anti-Ragging Committee**

- **Career Counselling and Placement Cell**

- **Grievance Redressal Cell (Samadhan)**

- **Income Tax (IT) Related Committee.**

The Organizational setup of the institution is inclusive of all the human resources that activate the functioning of the institution. The organizational structure of the college is divided into two main classifications viz Administration and Academic structures. The hierarchical order of the first division is the Ministry of Education, Directorate of Collegiate Education, Regional Joint Directorate(Dharmapuri), and the Principal.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	[https://www.rsgc.ac.in/Documents/AboutUs/Strategic%20Planning.pdf]()
Upload any additional information	**No File Uploaded**

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

The Organogram of the institutionis administered by the Directorateof Collegiate Education, Chennai, Tamilnadu. The Policies ,Guidelines and Procedures of Higher Educationare formulated andinstucted to the Principal of theCollege and executed at the grass root level.The overall planning and development of the institution is done bythe Academic Councilheaded by the Principal. The day-to-day administrative affairs of the College are managed bythe Bursar and the Office Superentendent assisted by Clerks in the office.The Principal is the academic head, ensuring the proper conduct of all the academic, research and extension activities.

The Academic Council constitutesas per the instruction of the HigherEducation Department of the State Government, UGC, MHRD

and affiliated University guidelines.The programmes, courses and activities are periodically evaluated bythe College and folow up is made int he form of feedback.There are Committees, Cells and Clubs focussing on specific tasksand roles in the College.The IQAC Co-ordinator proposes Action plan every year for individualDepartments and monitors the progress of the work done by the Departments.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.rsgc.ac.in/About/AboutRsgc.html
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination | **B. Any three of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The teaching and the non-teaching staff of the college are taken care of by government through multiple welfare measures. All the employees of the college, both teaching and non-teaching, enjoy the welfare measures as per the rules of the Government of Tamil Nadu. The faculty performance appraisal has been collected on a regular basis, and applications are invited from the eligible faculty members for promotion as per the UGC-

Guidelines. Apart from that, additional measures are granted by the college especially to its teaching and nonteaching staff as per the Tamil nadu government regulations.

Medical Leave and Maternal Leave for eligible staff members Career Advancement Scheme Annual Increment Faculties are eligible for Earned Leave Family Health Insurance Internet and free Wi-Fi facilities are also available in campus for staff Special Provident Fund Compensatory Provident Fund Gratuity Provident Fund Interest Free Festival Advance Health Insurance Leave for attending Overseas Project/ Conference 24 hour power back-up (100%) Water Purification Plant in Campus Security in Service Staff Co-Operative thrift Society Co-operative society store Special Leave Sanctioned Increment for Higher Education Free access to digital library Special permission to create MOOC courses Special OD to attend FDP Guidance to newly appointed professors etc.

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

3

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit The principal forms various committees every year to conductinternal audit of all the departments including office. The internal checking committee physically verifies the stock ofindividual departments and submits the chekcing reports on the same. External Audit a) DC Audit : Officials from DC office, Chennai along with thebursar / superintendent of arts and science colleges visit the institution once in three years and conducts external audit.

b) AG Audit : This is being conducted by AG office once in fiveyears. Both these audits cover all financial and accounting activities of the Institute. This includes scrutiny of thefollowing:

(a) all receipts from fee, endowments, interest earnedand returns on savings ;

(b) all payments to staff, vendors,contractors, students and

other service providers.

Mechanism for Settling audit objections 1. The audit team seeks the clarifications / required docuemnts fromthe department / faculty who has audit objection. If the audit team is satisfied with the information / documents, the objection isdropped immediately.

2.If the department / individual is not able to clarify the issueswith required documents, then specific time period will be given for settling the audit objection with remarks.

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

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

12.5

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

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

Our resource mobilization policy and procedures are as follows:

  • The institution set up a UGC Committees as per the directions of the UGC given in the XII Plan.
  • The UGC Committee, in close coordination with the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.
  • The Purchase Committee takes care that purchases are done properly and in accordance with the rules.
  • The College Development Committee takes a review of the

- **mobilization of funds and the utilization of these sources periodically in their meetings.**
- **Regular internal audits from the Charted Accountant and external audits from the government make sure that the mobilization of the resources is being done properly .**
- **TANCHE's financial assistance to student's mini project has been properly paid out and it gained its impetus to the college. The beneficiaries have been monitored by the heads of the department and the principal in the particular interval.**
- **The college has also taken measures to increase the source of income through PTA and Alumini Association etc. Perspective plan has been formulated toutilize the fees collected from the students.**

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

6.5 - Internal Quality Assurance System

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

Rajah Serfoji Government college attempts to maintain quality through a persistent focus on imparting quality education, through its innovative, comprehensiveand flexible education policy. Its Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. The IQAC was constituted in 2007. Since then, it has been performing the following tasks on a regular basis: 1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students. 2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff. 3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. 4.Students Feed Back Form , Staff Feed Back Form, Students Satisfactory Survey are conducted periodically. Suggestions made by them areviewed seriously and proper actions are taken by the IQAC . 5.The IQAC has immensely contributed in

the implementation of quality assurance strategies and processes at all levels.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.rsgc.ac.in/Iqac/Reports.html

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

• The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. • The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. • Admission to various programmes, examination schedule and declaration of results are notified in the Academic Calendar. • All newly admitted students have to compulsorily attend the Induction Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline andculture of the Institute. All students are provided with the Student Diary that provides all details relevant for students. • Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. • The HOD's and the Discipline Committee members make random visits to ensure smooth functioning of classes. • Feedback from students is also taken individually by teachers for their respective courses through IQAC. Students are also free to approach the Principal of the Institute for feedback and suggestions. • Feedback is properly analyzed and shared with the Principal, HODs and individual faculty members.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.rsgc.ac.in/Iqac/Reports.html

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and	**A. Any 4 or all of the above**

used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.rsgc.ac.in/Iqac/Reports.html
Upload e-copies of accreditations and certification	**No File Uploaded**
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Gender sensitivity is an inherent value in the cultural ethos of the institute is evident by the following facilities –

- **Security checkpoints at all campus entries and exits.**
- **Rotational duty by all faculty members for discipline and security.**
- **Night Patrols by the security service.**
- **Strict implementation of Anti-Ragging, and Anti-Smoking.**
- **Awareness campaigns on women safety and gender sensitivity through rallies by NSS and NCC student volunteers.**
- **Formal and informal avenues for counseling male and female students and staff for academic and otherissues/problems.**
- **Grievance Redressal Committees for staff and students.**
- **Orientation Programmes for girl students.**
- **Medical Counseling, Moral Counseling, Career Counseling,**

- Village Counseling for girl students.
- common waiting hall have been allocated for women.
- Curriculum and Coursework based on gender equity.
- A course on feminism has been included in thesyllabus for UG course.
- 24-hour CCTV surveillance is maintained in the college.
- A separate Discipline Committee for girls in the institution to take care of safety and security of the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Rajah Serfoji Government College has a clearly established waste management system ton the campus for better awareness to all stakeholders. TheCampus maintains a Green atmosphere with trees and other organic cultivations.

SOLID WASTE MANAGEMENT Workshops andawareness programs were organized in the College.

LIQUID WASTE MANAGEMENT The save water campaign has been conducted by NSS and NCCstudents.

Biomedical waste management Workshops on Bio-Medical Waste Management Rules and procedures were conducted in college tocreate awareness on Biomedical waste management.

E-WASTE MANAGEMENT As per the government of Tamilnadu guidelines the e-waste management system has a very efficientmechanism to dispose of E wastes generated from various sources of the college.

WASTE RECYCLING SYSTEM Degradable solid waste collected from the cafeteria and campus are dumped in the Vermi Compost Unitmaintained by the Department of Zoology to make some Organic fertilizer which is used for Gardening.

HAZARDOUS CHEMICALS AND RADIOACTIVE WASTE MANAGEMENT The campus is free from any kind of hazardous medical waste. Ideally, collection, transportation andproper handling of chemicals begin with understanding the potential hazards related to their use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geotagged photographs of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles**	**A. Any 4 or All of the above**

2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	C. Any 2 of the above

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms	C. Any 2 of the above

Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	

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

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

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural,regional, linguistic, communal socioeconomic and other diversities. Different sports and culturalactivities organized inside the college promote harmony towards each other. This establishes positiveinteraction among people of different racial and cultural backgrounds. There are different grievance Redressal cells in the institute like Student Grievance Redressal cell, Anti Ragging cell which deal withgrievances without considering anyone's racial or cultural background. Institute has code of ethics forstudents and a separate code of ethics for teachers and other employees, which has to be followed byeach one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and otherdiversities. We believe in unity in diversity that is why our students respect the different religion,language and culture. We feel the college is our second home and all faculties like a family member. Ourstudents also celebrate the different festivals with joy and enthusiasm, which help them to implant thesocial and religious harmony. To represent Tamil culture, Pongal is celebrated in

our campus. Thiscreates the inclusive environment in the college and society.Rajah Serfoji Government college is proactively taking efforts in providing an inclusive environment.

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

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

The Institution conduct various awareness programmes like environmental cleanup, Importance of Voting etc. for the sensitization of students and employees. Inaddition YRC,RRC and NSS units in our college conduct various awareness programmes like blood donation, tree plantation, First-aid awareness etc. Seminars and Invited lectures on human rights, public health, etc.stimulate the student and employee duties and responsibilities.The employees and students are encouraged by getting the special speeches delivered by senior faculty or invited guests. Republic day and Independence Day celebrated witheminent speech from Principal and other staff members about freedom fighters. These are to initiate thestudents and employees to know the values of freedom fighters , their duties, rights and theirresponsibilities and the way of follow them in the constitutional obligationDepartments organizingEducational field trips to important places to realize the students about culturalvalues and their responsibilities to protect the natural resources. These trips acquired the knowledge ofstudents and employees in different culture, socio-economic backgrounds, understanding of varioussocial issues, leadership and communication skills. Employees and some of the students are participating in the election duties and create their social responsibilities

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	**No File Uploaded**

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

File Description	Documents
Code of Ethics - policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	[View File](#)
Any other relevant information	**No File Uploaded**

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

The college celebrates / organizes national and internationalcommemorative days, events and festivals.Celebrations on Commemorative Events 2023-2024 is an integral part oflearning and building a strong cultural belief among students.The events and festivals organized at college are often celebratedwith great pomp and gaiety.The college celebrates & organizes the birth anniversaries ofnational leaders and important Days.For the academic year 2023-2024, the Institution celebrated thesignificant days like World Book Day , National Birds Day,World Consumer Rights day, National Tiger Day, ConstitutionDay, Martyrs day and Voters Day.The regional festivals like 'Pongal' and 'Saraswathi Pooja' werecelebrated by the students, the teachers and the administrativestaff of the college. Martyrs day wascelebrated honouring the father ofour nation and the faculty members took the Oath.National days like Independence and Republic Day were celebrated bythe faculty members.The college strongly believes in that Education

willdefinitely enrich, enhance, enlighten and empower the quality andStatus of Women towards emancipation and to become a responsiblecitizens.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	[View File](#)
Geotagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Promoting Societal Responsibility and Raising Life-Energy

The main goal is to inculcate among students desire to serve to the community and shape and sharpen their social responsibility and character building of the students. Students are from different levels of economic and social status from rural areas. Although the parents are economically weaker, parents keep their wards in comfort making them to unaware of shortcomings. As they provide everything readily to them with lots of sufferings without showing to them which make them to feel taken for granted. Students should understand their social responsibilities to serve community.Students are asked to enroll in any one of the service organizations like NSS, NCC, YRC, Consumer Club, Leo Club, Red Ribbon Club, Women Cell, Environmental Club, Disability Resource Centre, Clean Thanjavur, Consumer Awareness Committee, Police Cyber Club, CLP, Fine arts club, Institutional innovation centre, soft skill centre etc, . Students are made to visit villages and understand lifestyle and socio-economic status of the people. Students are asked to attend camps and understand services which villagers require.

File Description	Documents
Best practices in the Institutional website	https://www.rsgc.ac.in/About/Distinctiveness.html
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Empowering the Downtrodden Through Holistic Education

Monitors the progress of the students based on their performances in the CIA components

Remedial Classes: Based on the performance of the students in the odd semester, the studentsare shortlisted for remedial classes in core and allied courses. Special Remedial classes are taken forSC/ST students. Counseling: Students suffering from emotional distress and cultural shock are given necessarycounseling and support through trained faculty members of the departments.In addition, the department societies and forums offer ample opportunities to sharpen their skills andtalents to enhance their career. Internal Compliance Committee deal with their grievancesinstantaneously and they get placements through campus interview. The library and the digital librarywith longer opening hours (9.00 am to 4.00 pm) with free internet facilities give a wonderful opportunityto learn the subject and additional readings. The students are given opportunities to develop the skill to achieve the goals. The students with fine arts skills are groomed by the Fine Arts club. So, the studentswould certainly identify their potential and enrich their unique skill or multitasking skills for developingtheir careers.

File Description	Documents
Appropriate link in the institutional website	https://www.rsgc.ac.in/About/Distinctiveness.html
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- To continue to provide holistic value based education
- To inculcate entrepreneurial abilities in students to face the challenges of corporate world.
- To stimulate the academic environment for promotion of quality in teaching-learning process.
- To undertake quality-related research studies, consultancy and training programmes.
- To conduct various activities that will help students and staff to develop these skills.
- To increase Extension activities
- To develop more formal linkages through MoUs.
- To facilitate continuous upgradation of the college.
- To organise more workshops, seminars and conferences.
- To create awareness and initiate measures for protecting and promoting environment.
- To promote Research by students and Faculty.
- To monitor Quality Assurance and Quality Enhancement activities.
- To support various Staff Welfare measures.
- To facilitate Faculty and Student Exchange Programmes with Other Academic Institutions and Linkages.
- To foster and strengthen relationship through Faculty and Student Exchange Programmes.
- To devise techniques to improve Teaching Learning & Evaluation process.
- To continue to provide formal education to needy and deserving students.
- To arrange career guidance programmes.
- To emerge as an exemplar to other colleges.