

*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, *ISO 9001: 2015 Certified*

AQAR

(2020 - 2021)

CRITERION VII INSTITUTIONAL VALUES AND BEST PRACTICES

7.1.10 CODE OF CONDUCT

PROFESSIONAL ETHICS PROGRAMMES

Submitted to

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)



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Sadakathullah Appa College

(Autonomous)

Rahmath Nagar, Tirunelveli-627011.

(Reaccredited by NAAC at an 'A' Grade. An ISO 9001:2015 Certified Institution)

2020-2021

1. Training Programme:

A Two-Day Training Programme on "Official Procedures for Non-Teaching Staff" was organized by the Central Library and Internal Quality Assurance Cell of our college on 11.07.2020 & 12.07.2020. Dr. M. Mohamed Sathik, Principal, presided over the programme. Dr. A. Abdul Kader, Director, Unaided Courses, felicitated the gathering. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry welcomed the gathering. Mr. T. Arivarasu Pandian, Superintendent, District Library Office, Theni was the resource person. Mr. S. Khaleel Ahamed, Assistant IQAC Coordinator & Assistant professor of English, proposed vote of thanks. 46 participants attended the programme.

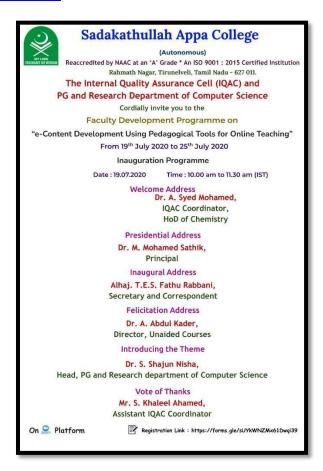


2. Faculty Development Programme:

The Internal Quality Assurance Cell and PG and Research Department of Computer Science of our college organized a Faculty Development Programme on "E-Content Development Using Pedagogical Tools for Online Teaching" from 19.07.2020 to 25.07.2020. Alhaj. T.E.S. Fathu Rabbani, Secretary & Correspondent, inaugurated the programme. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry welcomed the gathering. Dr. M. Mohamed Sathik, Principal presided over the programme. Dr. A. Abdul Kader, Director (Unaided Courses) offered felicitations. Dr. S. Shajun Nisha, Head, PG & Research Department of Computer Science, introduced the theme of the programme. Mr. S. Khaleel Ahamed, Assistant IQAC

Coordinator & Assistant professor of English, proposed vote of thanks. A total of 127 faculty participants were benefitted from the programme.

https://youtu.be/KBDpUOnY9iI



3. Webinar:

The Women Counselling Cell, AGAM- Self-Development Centre and The Internal Quality Assurance Cell jointly organized a webinar on "Nevertheless, She persisted.. A Journey of our she-roes" on 9th September, 2020. Dr. T.S. Alagianayagi, Assistant Professor of English, Rani Anna Government College for Women, Tirunelveli, was the resource person.

https://youtu.be/6fPuvfQxJOA



4. Webinar:

The Internal Quality Assurance Cell of our college organized a webinar on "NAAC Criterionwise Metrics and Documentation" under the UGC Paramarsh Scheme from 28.09.2020 to 04.10.2020. Alhaj. T.E.S. Fathu Rabbani, Secretary & Correspondent, presided over the programme. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry welcomed the gathering. Dr. M. Mohamed Sathik, Principal, delivered the inaugural address and Dr. A. Abdul Kader, Director of Unaided Courses, offered felicitations. On 29.09.2020, Prof. Deepak Nanaware, IQAC Cluster India, Head, Dept. of English, DAV Velankar College of Commerce, Solapur, Maharastra, delivered a talk on "Criterion II: Teaching- Learning and Evaluation". On 30.09.2020, a lecture on "Criterion III: Research, Innovations and Extension" was given by Prof. Bharat Kangude, Co-Founder IQAC Cluster of India, Pune District Education Association"s Baburaoji Gholap College Sangvi, Pune, Maharastra. He also delivered a talk on "Criterion IV: Infrastructure & Learning Resource" on 01.10.2020. Dr. Ayub Shaikh, IQAC Cluster India, I.C.S. College of Arts, Commerce and Science, Khed, Ratnagiri, Maharastra spoke on "Criterion V: Student Support and Progression" on 02.10.2020. A deliverance on "Criterion VI: Governance, Leadership and Management" was given by Prof. Deepak Nanaware, IQAC Cluster India, on 03.10.2020. On 04.10.2020, the Criterion VII: Institution Values & Best

practices was discussed with the participants. A total of 146 participants were benefitted from the programme.

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ABOUT THE COLLEGE

Sadakathullah Appa College was started in 1971 after noted Arabic scholar Sadakathullah Appa. Within a short span of time the college created a tradition of academic excellence. In recognition of its distinguished service in the field of education and to increase its efficiency still further, Autonomy was conferred on our college in 2007 – 2008 by the University Grants Commission. In the year 2015, the NAAC reaccredited the college with 'A' Grade with 3.40 score in the III cycle. Moreover, the college was declared as an ISO 9001:2015 Certified Institution. The Extension of the Autonomous status in 2018 – 2019 is yet another milestone in the eventful history of the college. The college awaits to celebrate the Golden Jubilee Year in 2021 to cherish the fifty – year journey towards Excellence in Higher Education.

ABOUT THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

The IQAC of our college, established in 2006, channelizes all efforts and measures of the institution towards promoting its holistic academic excellence. Our curriculum is inclusive and challenging. The curriculum is designed to sensitize students to current developments taking place worldwide and educate them for the future so that they can culturally versatile and are comfortable working, communicating and collaborating with people all over the world. In this view the IQAC of our college aims at developing a system for conscious catalytic improvement in the overall performance of the institution.

The IQAC of our college strives to provide a good environment for learning. It envisages giving Quality in all the ventures undertaken by the institution. The IQAC gives more emphasis on revising the curriculum with a focus on need-based courses and global trends. It focuses on introducing inter-disciplinary, job-oriented and skill-based courses. It also focuses on preserving to select the subjects of their interest, introducing socially relevant extension programmes and implementing feedback mechanism. It is really elating to note that the IQAC in its stint has gained a gamut of achievements.

PARAMARSH SCHEME

The objective of the Paramarsh Scheme launched by the MHRD is to offer Mentoring Services to NAAC aspirant institutions for promoting quality assurance in higher education. Sadakathullah Appa College has been recognized as a Mentor Institution under the Paramarsh Scheme to assist the nearby non-accredited institutions in getting accredited before 2022. It is commendable to note that only two institutions under the Manonmaniam Sundaranar University have been recognized with the mentorship status under the Paramarsh Scheme. The following are the Mentee Institutions of Sadakathullah Appa College:

- Wavoo Wajeeha Women's College of Arts & Science, Kayalpatnam
- Annai Hajira Women's College, Melapalayam
- 3. Kamarajar Government Arts College, Surandai
- Government Arts & Science College, Kovilpatti
 Government Arts & Science College, Nagercoil
- Sri Ram Nallamani Yadava College Arts & Science, Tenkasi
- 7. Muslim Arts College, Thiruvithancode
- St. John's College of Arts and Science, Ammandivilai

ABOUT THE PROPOSED SEMINAR

The proposed seminar aims at providing a thorough understanding to the participants about NAAC's Revised Accreditation Framework (RAF) with the resourceful presentations of eminent speakers. It also aims at facilitating an understanding of all parameters of quality assurance, sustenance as per the revised guidelines of NAAC. There will be healthy discussion on new format of AQAR, on SSR preparation and on preparation of e-Contents for AQAR and SSR.

OBJECTIVES OF THE SEMINAR

- ★ To understand the dynamics of documentation for NAAC's Revised Accreditation Framework.
- ★ Criteria wise Data Validation and Verification of documents.
- Analysis of feedbacks of Students Satisfaction Survey.
- Innovations in teaching and learning process.
- ★ To understand the effective conduct of management information system in affiliated college.
- ★ Brainstorming the issues among all the participants
- ★ Discussion on Start-up and Incubation centre and green practices.
- Best Practices of the HEIs.

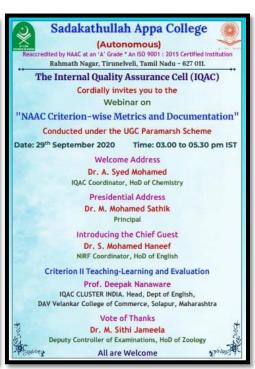
DISCUSSION THEMES

- ★ To understand the Key indicators of all the criteria and queries.
- ★ Creating EXCEL files for all the key indicators.
- ★ Compiling Information from Departments and the files to be maintained by all departments.
- * Feedback forms including Students Satisfaction Survey.
- ★ Outcome of the institution's best practices

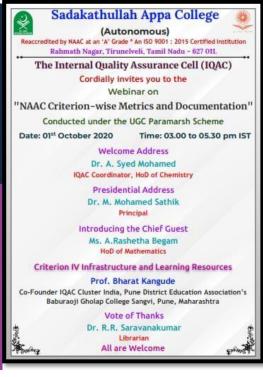
REGISTRATION

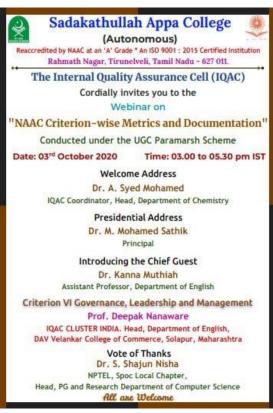
- ★ Registration Fee : Rs.750/-
- ★ Fee shall be paid to 'UNIVERSITY ACCOUNT, A/C No. 176601000003778, IFSC Code: IOBA0001766'
- ★ Please confirm your participation on or before 25.09.2020
- Please confirm your participation on or before 25.0
 There is no registration fee for mentee institutions

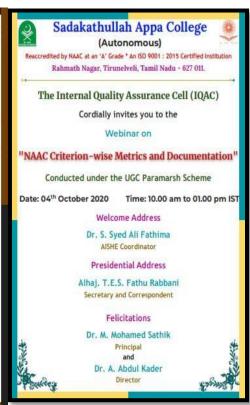


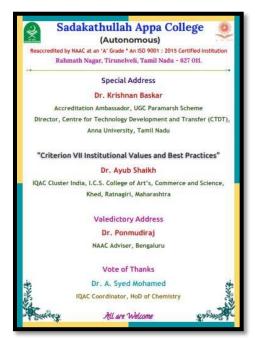








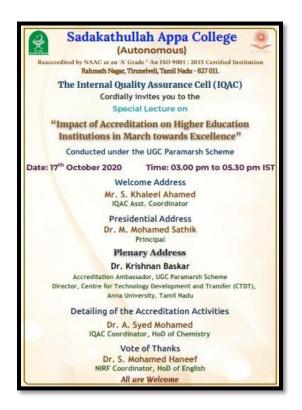




5. Special Lecture:

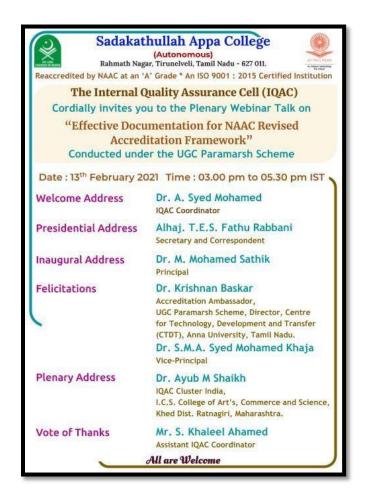
The Internal Quality Assurance Cell of our college organized a Special Lecture under the UGC Paramarsh Scheme on "Impact of Accreditation on Higher Education Institutions in March towards Excellence" on 17th October, 2020. Alhaj. T.E.S. Fathu Rabbani, Secretary & Correspondent, presided over the programme. Dr. M. Mohamed Sathik, Principal, delivered the inaugural address. Dr. A. Abdul Kader, Director of Unaided Courses, offered felicitations. Mr. S. Khaleel Ahamed, Assistant IQAC Coordinator & Assistant professor of English, welcomed the gathering. Dr. Krishnan Baskar, Vice-Chancellor, M.S. University, Tirunelveli, and Accreditation Ambassador, UGC Paramarsh Scheme, Director, Centre for Technology Development and Transfer, Anna University, Tamilnadu, gave the plenary talk. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry, detailed the Accreditation Activities. Dr. S. Mohamed Haneef, NIRF Coordinator & Head of the Department of English, proposed vote of thanks. A total of 64 participants attended the programme.

https://youtu.be/Mq-W S-4-TE



6. Plenary Webinar Talk:

The Internal Quality Assurance Cell of our college organized a Plenary Webinar talk on "Effective Documentation for NAAC Revised Accreditation Framework" under The UGC Paramarsh Scheme on 13.02.2021. Dr. M. Mohamed Sathik, Principal, presided over the programme. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry delivered the welcome address. Dr. Ayub Shaikh, IQAC Cluster India, I.C.S. College of Arts, Commerce and Science, Khed, Ratnagiri, Maharastra, was the resource person. Mr. S. Khaleel Ahamed, Assistant IQAC Coordinator & Assistant professor of English, proposed vote of thanks. 226 participants attended the webinar.



7. Plenary Webinar Talk:

The Internal Quality Assurance Cell of our college organized a Plenary Webinar talk on "Effective Documentation for NAAC Revised Accreditation Framework with Special Reference to Criteria III, IV and V" under The UGC Paramarsh Scheme on 20.02.2021. Dr. M. Mohamed Sathik, Principal, presided over the programme. Dr. A. Syed Mohamed, IQAC Coordinator and

Head, Department of Chemistry delivered the welcome address. Dr. Ayub Shaikh, IQAC Cluster India, I.C.S. College of Arts, Commerce and Science, Khed, Ratnagiri, Maharastra, was the resource person. Mr. S. Khaleel Ahamed, Assistant IQAC Coordinator & Assistant professor of English, proposed vote of thanks. 238 participants attended the webinar.

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8. Plenary Webinar Talk:

The Internal Quality Assurance Cell of our college organized a Plenary Webinar talk on "Effective Documentation for NAAC Revised Accreditation Framework with Special Reference to IIQA, Basic Profile and Extended Profile" under The UGC Paramarsh Scheme on 25.02.2021. Dr. M. Mohamed Sathik, Principal, presided over the programme. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry delivered the welcome address. Dr. Ayub Shaikh, IQAC Cluster India, I.C.S. College of Arts, Commerce and Science, Khed, Ratnagiri, Maharastra, was the resource person. Mr. S. Khaleel Ahamed, Assistant IQAC Coordinator & Assistant professor of English, proposed vote of thanks. 117 participants attended the webinar.



9. Plenary Webinar Talk:

The Internal Quality Assurance Cell of our college organized a Plenary Webinar talk on "Effective Documentation for NAAC Revised Accreditation Framework with Special Reference to Criteria VI and VII" under The UGC Paramarsh Scheme on 27.02.2021. Dr. M. Mohamed Sathik, Principal, presided over the programme. Dr. A. Syed Mohamed, IQAC Coordinator and Head, Department of Chemistry delivered the welcome address. Dr. Ayub Shaikh, IQAC Cluster India, I.C.S. College of Arts, Commerce and Science, Khed, Ratnagiri, Maharastra, was the resource person. Mr. S. Khaleel Ahamed, Assistant IQAC Coordinator & Assistant professor of English, proposed vote of thanks. 154 participants attended the webinar.



PROFESSIONAL ETHICS FOR STUDENTS

MORAL AND DEENIYATH CLASSES

2020-2021

Deeniyath classes:

One of the striking features of our institution is *Deeniyath* classes. These classes are conducted to develop both spiritual and moral values among the students. Thirteen special lectures by eminent spiritual orators were organised this year. Whenever it was a common lecture for the boys, the girls had their regular classes conducted by the respective teachers and the vice-versa. Mr. K.A. Ameer Hamsha is the convener for Morning Shift. He is ably assisted by Mr. J. Ubaiyathulla, Mr. S.A. Mohamed Rafeek and other staff for the smooth conduct of the classes. Mr. Mohamed Hussain is the convener for the Evening Shift. Due to the pandemic scare, these classes were also not conducted.

Moral Instruction:

Equal importance has been given by our institution to impart Moral Education tosstudents who are the future of this splendid and diverse nation. Moral Instruction classes for non-Muslim students are conducted in 31 batches for both Aided and Unaided students every weekend. Dr. S. Mahadevan is the convener for Aided. He is ably assisted by Dr. A.M. Ayubkhan, Dr.KannaMuthiah, Dr. M.N. Mohamed Abusali Sheik and Dr. P.JeslinKanagaInba. Dr. A. Jesuraj is the convener for the Unaided Session. Due to the pandemic scare, these classes were also not conducted.





