



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		DR.S.R.K.GOVT.ARTS COLLEGE, YANAM
Name of the head of the Institution		Dr.Jeyaraj Daniel
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		08842321123
Mobile no.		9443017922
Registered Email		srkartscollege@gmail.com
Alternate Email		chemsk_1965@yahoo.in
Address		Near Pilaraya Street
City/Town		Yanam
State/UT		Puducherry
Pincode		533464
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	D.Santi Kumar
Phone no/Alternate Phone no.	08842356412
Mobile no.	9849128144
Registered Email	dsantikumar@gmail.com
Alternate Email	aswin14091965@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.srkgacyanam.edu.in/userfiles/AQAR%202015-16(1).pdf">https://www.srkgacyanam.edu.in/userfiles/AQAR%202015-16(1).pdf</a>
--	---

### 4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes  <a href="https://www.srkgacyanam.edu.in/userfiles/Academic%20Calendar%202016-17.pdf">https://www.srkgacyanam.edu.in/userfiles/Academic%20Calendar%202016-17.pdf</a>
--	--

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.32	2015	15-Nov-2015	14-Nov-2020

### 6. Date of Establishment of IQAC

25-Mar-2013
-------------

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meetings of IQAC With HODs	28-Sep-2016 1	10
Regular meetings of IQAC	24-Nov-2016	30

With parents of students & College Teachers	1	
Regular meetings of IQAC With Class Representatives & Lady Representatives	17-Jan-2017 1	35
One day Seminar on Gender equality was conducted	16-Mar-2017 4	60
One day seminar on Women Health & Hygiene was conducted on the occasion of Women	08-Mar-2017 4	65
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

1. Faculty members are encouraged to attend Refresher Courses/Seminars/Workshops/Conferences at National /International levels. 2. Sending proposals of the eligible Faculty for Career Advancement Scheme. 3. Faculty members are encouraged to conduct Remedial Coaching Classes for SC/ST/ OBC /failed candidates. 4. Encouraged the faculty members to use ICT tools in their class room teaching in addition to the conventional Chalk Talk method. 5. Students are encouraged to participate in NSS, NCC, Cultural activities, sports games. Encouraged the eligible students to apply for Govt. Scholarships.

[View File](#)

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

Plan of Action	Achievements/Outcomes
To encourage students to participate in Co-curricular , Extra Curricular & Sports, games	Students participated in the Essay writing & Elocution in English & Telugu, lyrics writing & painting Competitions conducted in this College and won prizes. Mr. V.Bhavani Sankar, I B.Com, participated in Inter College Tournaments & won First place in 800m running, Discuss throw, Javelin throw & Short-put. Miss P.Lakshmi, II B.Sc Mathematics, participated in Inter Collegiate Tournament and won Second place in 50m - free style & third place in 100 m free style in Swimming.
Preparation of Academic Calendar	Dr.K. M K Chakravarthy, Assistant Professor of English, has Prepared the Academic Calendar for the year 2016-17.
To improve students' performance in Examinations	Remedial Coaching Classes were conducted to the SC/ST /OBC/failed candidates to improve the pass percentage.
Infrastructure Development	1)A foundation stone was laid by the Chief Minister, Govt.of Puducherry, to construct a new Academic Block (G + 2) using RUSA funds to start M.Sc Chemistry in this College. 2)Sanitary Napkin Vending Machine & Incinerator was installed in the Women's rest room. 3) Ultra Centrifuge Machine worth nearly Rs.2,40,000/- was purchased by the Zoology Department.
To promote the student Organised Community Development Activities and awareness programmes	1) NSS unit in collaboration with RED RIBBON CLUB conducted one day Seminar on HIV/AIDS awareness for NSS Volunteers on 01-02-2017. 2)Awareness to Right to vote and enrollment of New Voters was conducted in this College
Curriculum aspect	1) HODs of this Institution are the BOS members and are actively involved in the preparation of CBCS Curriculum to be implemented from the Academic year 2017-18. 2)Proposals to start M.Sc Chemistry Course is under consideration.
To Impart Quality Education	One Class room of each Main Department (07) of this College is ICT enabled and are provided with Projector, LCD

	Screens, Computers & 10MBps Internet speed. Quality Education is imparted to the students using useful websites from Internet, Molecular Models, Visual Aids in addition to the conventional Chalk & Talk Method.
To encourage the Faculty & Students to participate in Seminars/Workshops/conferences	The Staff & Students participated in One Day Seminar on GENDER EQUALITY conducted in this College on 16-03-2017. On the occasion of Women's day, one day seminar was conducted in this College on WOMEN HEALTH & HYGIENE on 08-03-2016. A medical camp was also conducted and tested HB levels of all the female students. Nearly 65 women students have participated in this seminar. Two days (21,22/03/2017 ) National Workshop on TELUGU POETRY was organized by the Telugu Department of this College, sponsored by KAVI SANDHYA ( A voluntary Organisation of Yanam) to give awareness to the students on Poetry writing in Telugu.
To encourage the Faculty Students to participate in Seminars/Workshops/conferences	The following faculty members have attended Refresher Courses: 1)Smt.B.Jyoti,Assistant Professor of Computer Science. 2)Dr.R.UmaDevi,Assistant Professor of Commerce. 3)Smt.V.SriDevi,Assistant Professor of Commerce. 4)Shaik Kwajabi,Assistant Professor of Commerce. 5)Mr.A.V.V.S. Murthy, Assistant Professor of Mathematics. 6)Mr.G.G.H.K.S.Prabhakar, Assistant Professor of Mathematics. 7)Dr.K.Prasad,Assistant Professor of Economics.
To encourage the Faculty Students to participate in Seminars/Workshops/conferences	The following faculty members have attended FDP programmes 1)Dr.Yoginder Singh, Assistant Professor of Commerce. 2) Smt.V.SriDevi, Assistant Professor of Commerce. 3)Shaik Khwajabi, Assistant Professor of Commerce
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
--	-----

Name of Statutory Body	Meeting Date
Principal & HODs	04-Aug-2017

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
--	----

<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2016
Date of Submission	30-Sep-2016
<b>17. Does the Institution have Management Information System ?</b>	No

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

Dr.S.R.K.Government Arts College, Yanam, is affiliated to Pondicherry University and follows the syllabus framed by the Board of Studies , Pondicherry University. The College has the following mechanism for effective delivery of the Curriculum: 1) At the beginning of the Academic year, the Principal conducts a meeting with the Heads of all the Departments and prepares an Academic Calendar in alignment with the University Schedule. 2) Time table for each Semester will be prepared by the HOD's of the concerned Departments at the beginning of the Academic year. The workload and the topics in the syllabus were distributed to the Faculty based on their expertise and interest .The workload distribution was also informed to the Principal of the College. Number of classes for each topic was decided according to the syllabus &the credits assigned to each course. Faculty delivers Lectures as per the syllabus and work load allotted to them. 3) Various class room Teaching methods used for the effective delivery of the Curriculum are - • Chalk and Talk method • ICT enabled Teaching methods such as Power point presentations, use of different useful Softwares in the concerned subject, use of molecular models and charts , mobile apps for Languages class room teaching etc., • Distribution of class notes by the teachers. • Seminars and Special talks by Experts. • Use of necessary Instrumentation facilities for conducting Practical classes with necessary Glassware and Chemicals. • Conducting Remedial Coaching Classes for SC/ST/OBC Students. 4) Tutorials were held with mentoring and encouraged the participative learning. 5) All the Departments of this College maintain the detailed record of the Classes and the Internal Marks. 6) The College has a Central Library and all the Departments are maintaining Departmental Libraries for the benefit of the Students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
nil	Nil	Nil	Nil	Nil	Nil

#### **1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	nil	Nil

[View File](#)

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	nil	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Environmental Sciences	04/01/2017	176

[View File](#)

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil

[View File](#)

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Yes

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

#### Feedback Obtained

•Students Feedback Proforma was prepared by the IQAC Coordinator in consultation with all the HODs on the various aspects such as A)Curriculum B)Infrastructure C) Support System and D) Skill/Competencies developed during the course of study .The different grades in the proforma are a)Excellent b)very good c)good d)average and e)below average. •The Feedback Proforma was also prepared for the Teachers and the Parents of the Students. •The Feedback was collected from the Stakeholders, i.e., a) the final year UG and PG students b) Faculty c) the Parents of the Students. •The Feedback from the Stakeholders was analysed, the suggestions were noted, taken into consideration and discussed in the IQAC meeting with the Principal and HODs for necessary action. •As per the feedback from the Students and the Parents of the Chemistry Department, a proposal was sent to the Government to start M.Sc Chemistry Course in this College and is under consideration by the Govt. A foundation stone was laid in this Institution by the Chief Minister of Govt.of Puduchery for the construction of a new Academic Block for the M.Sc Chemistry Course.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Economics	10	25	4
BA	Economics	50	70	42
MCom	General	10	5	Nil
BCom	General	40	76	40
BSc	Physics	25	10	4
BSc	Mathematics	25	42	15
BSc	Computer Science	40	100	31
BSc	Zoology	20	43	20
BSc	Chemistry	20	47	18

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	482	9	27	Nil	9

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
27	20	4	7	1	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

- Yes, Students mentoring system is available in the Institution. This mentoring system enables in bridging the gap between the Students and the Teachers. This creates a better environment in the college, where students can approach teachers for both Educational and personal guidance. .
- Under the Mentoring system, full-time Faculty member of this College have been engaged as mentors of each class where in 15 to 20 students were assigned to each Faculty member.
- At the beginning of the Academic session, the class-wise names of the mentors were informed to the Students.
- Mentors regularly interact with the students and they were entrusted with the task of monitoring the attendance and Academic progress of the students.
- Students were counseled by the mentors, subject faculties and HOD for improving their Academic performance and attendance.
- They were also given guidance regarding the job opportunities, Courses available preparation for the various Entrance Examinations for admission into higher studies in various reputed Universities.
- Weak students were given



counseling by the mentors and the subject Teachers and remedial Classes were conducted. • Students were supported and guided by the mentors both in Co-curricular and Extracurricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
482	27	1:18

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	23	11	Nil	13

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	K.Manoharan	Associate Professor	RASHTRIYA GAURAV AWARD

[View File](#)

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	Economics	VI	13/05/2017	12/07/2017
BA	Economics	VI	12/05/2017	11/07/2017
MCom	General	Nil	13/05/2017	12/07/2017
BCom	General	VI	12/05/2017	11/07/2017
BSc	Mathematics	VI	12/05/2017	11/07/2017
BSc	Physics	VI	12/05/2017	11/07/2017
BSc	Computer Science	VI	12/05/2017	11/07/2017
BSc	Zoology	VI	12/05/2017	11/07/2017
BSc	Chemistry	VI	12/05/2017	11/07/2017

[View File](#)

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

• For the Academic year 2016 - 17, as per the University rules and regulations End-Semester Examinations were conducted. • There is no internal evaluation for the theory Practical Examinations.

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

• At the beginning of the Academic year, the University sends an Academic

Calendar basing on this, the Institution prepares the Academic Calendar and distributes it to the students at the time of their Admission in the College. • The Academic Calendar was also distributed among all the teaching non-teaching staff of the College. The Academic Calendar contains the yearly schedule of the College ranging from the list of holidays, Courses available in the College and the Courses to be studied by the students in different programmes.

## 2.6 – Student Performance and Learning Outcomes

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

<https://www.srkgacyanam.edu.in/pages?name=5c5d1d92da376>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NIL	MA	Economics	3	3	100
NIL	BA	Economics	32	28	87.5
NIL	MCom	General	4	3	75
NIL	BCom	General	24	9	38
NIL	BSc	Mathematics	17	10	59
NIL	BSc	Physics	2	2	100
NIL	BSc	Computer Science	20	10	95
NIL	BSc	Chemistry	18	15	83.3
NIL	BSc	Zoology	16	15	93.75

[View File](#)

## 2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0

[View File](#)

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	0
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
<a href="#">View File</a>					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	1	3.99
<a href="#">View File</a>			

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

Department	Number of Publication
Mathematics	1
Commerce	9
Computer Science	1
Telugu	4
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
--------------------	----------------	------------------	---------------------	---------	---	---

NIL	NIL	NIL	Nil	Nil	Nil	0
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	15	Nil	18
Presented papers	6	14	Nil	Nil
Resource persons	1	Nil	Nil	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS unit in Collaboration with RED RIBBON CLUB , Puducherry ,organized a one day Seminar on ‘‘HIV/AIDS awareness programme’’ on 01/02/2017. Resource persons from CHANGES - A voluntary organization of Yanam delivered lecture on various diseases and t	NSS Dr.S.R.K.Govt.Arts College, Yanam.	2	50
RUN for RIO	NSS Dr.S.R.K.Govt.Arts College, Yanam.	5	20
23/03/2017 Awareness Programme on T.B at Farampeta- A village adopted by NSS Unit of this College	NSS Dr.S.R.K.Govt.Arts College, Yanam.	2	50
23/03/2017 Cleaning Programme at the surroundings of Farampet Water Tank.	NSS Dr.S.R.K.Govt.Arts College, Yanam.	2	50
27/03/2017 Rally on awareness	NSS Dr.S.R.K.Govt.Arts	2	50

programme on AIDS SWACHHA BHARAT	College, Yanam		
Independence Day Celebrations 15/08/2016	NCC Dr.S.R.K.Govt.Arts College, Yanam	1	20
Puducherry Liberation Day 01/11/2016	NCC Dr.S.R.K.Govt.Arts College, Yanam	1	20
Republic Day Celebrations	NCC Dr.S.R.K.Govt.Arts College, Yanam	1	20
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	NSS	HIV/AIDS Awareness programme conducted on 01/02/2017	2	50
NSS	NSS	Awareness Programme on TB Conducted on 23/03/2017	2	50
NSS	NSS	27/03/2017 Rally on Awareness programme on AIDS Swachha Bharat	2	50
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
-------------------	----------------------	------------------------	---------------	-------------	-------------

		institution/ industry /research lab with contact details			
NIL	NIL	NIL	Nil	Nil	0
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3305000	1325153

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nil	NIL	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25000	5000000	Nil	Nil	25000	5000000
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	0	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	65	1	0	0	0	5	60	10	0
Added	0	0	0	0	0	0	0	0	0
Total	65	1	0	0	0	5	60	10	0

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

10 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
800000	479936	653000	10610

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

The Policies and the Procedures for maintaining and utilizing Physical, Academic and the support facilities: 1) The Principal of this College holds regular meetings with the HODs of the various Departments of this Institution to utilize the various grants received from the Government, UGC, IQAC and RUSA for the overall development of this Institution. 2) Maintenance of Infrastructure At the departmental level, HODs submit their proposals to the Principal regarding the requirements in the class rooms and laboratories. The infrastructure maintenance which includes civil, plumbing, electrical, furniture repair and other repairs are done by the PWD and Electricity Department, Yanam. Lab attenders and sweepers (Group D staff) ensure the maintenance of classrooms and related Infrastructure. Annual maintenance of RO plants are done by the related service providers. 3) Laboratories A)Records of maintenance of Instruments and Equipment is maintained by the Stores Keeper/faculty and supervised by HODs of the concerned Departments. B) The

calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises. C) All the necessary stock entries related to the Glassware, Instruments and Chemicals and utilization of the stock are updated regularly and Stock verification is also done annually for all the Departments to verify the stock and updating the entries in the registers. 4) Library A) The requirement and list of books is taken from the concerned Department HODs for the purchase of the books. The finalized list is duly approved by the Principal. B) To ensure return of books, 'no dues' from the library is mandatory for the students before appearing for the Examinations. C) The proper account of issue of books to the students and staff on daily basis is maintained. Reading room is also maintained by the group D staff of this College and the number of visitors on daily basis is maintained in a register. The stock verification is done as a part of regular maintenance and the old books were recommended for condemnation. The old news papers were sold under the supervision of a faculty member. 5) Computers Computer maintenance is done regularly by the college staff and non repairable systems are recommended for condemnation. Software and Hardware are periodically reviewed and upgraded as per the requirement. The amount for the repairs of the systems are maintained from the Funds released by the Government. The College website is maintained and updated regularly by the Computer Science Department in association with NIC, Yanam. 6) Sports Facilities The College provides necessary sports facilities to the students for the sports activities and encourages the students to participate in various sports activities at the College and Inter University Level.

[https://www.srkgacyanam.edu.in/userfiles/pandp/policies\\_and\\_procedures\\_2016-17.pdf](https://www.srkgacyanam.edu.in/userfiles/pandp/policies_and_procedures_2016-17.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post -Matric Scholarship . Adi - Dravida Welfare Department	23	30370
Financial Support from Other Sources			
a) National	NIL	Nil	0
b) International	NIL	Nil	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching Classes (for SC/ST/OBC students/Failed candidates)	05/11/2016	10	2) Department of English
Remedial Coaching Classes (for SC/ST/OBC students/Failed candidates)	01/08/2016	35	1) Department of Chemistry



candidates)

[View File](#)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nill	NIL	Nill	Nill	Nill	Nill
No file uploaded.					

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	4	B.Sc	Mathematics	1)KMCPGS, Puducherry 2)Ideal College, Kakinada. 3)Aditya College, Kakinada. 4)KIET, Korangi, E.G.Dist. 5)Elim College of Education, Amalapuram.	1)M.Sc 2)M.Sc 3)MCA 4)MBA 5)B.Ed.
2016	6	B.Sc	Chemistry	1)KMCPGS – Pondicherry - 03 2)Pondicherry	1)M.Sc Chemistry 2)M .C. A 3)M.Sc

				University, Pondicherry. 3)VSM College, Ram achandrapura m , AP (02)	Chemistry
2016	9	B.Sc	Computer Science	1)MVIT, Puducherry - 01 2)Pondich erry Univers ity,Puducher ry - 01 3)Aditya PG College, Kakinada - 03 KIET, Korangi, AP	MCA
2016	4	B.A	Economics	Dr.S.R.K.G ovt.Arts College - Yanam. (All four students)	M.A Economics
2016	4	B.Sc	Zoology	1)KMCPGS - Pondicherry - 02 2)S.V.U niversity, Tirupati -01 3)Pondicherr y University . Pondicherry - 01	1)M.Sc Zoology 2)M.Sc - AquaCulture 3)M.Sc Zoology
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Cricket	Institutional Level	72
Volley Ball	Institutional Level	36
Carroms	Institutional Level	66
Chess	Institutional Level	80
400 m running	Institutional Level	22
200 m running	Institutional Level	30
100 m running	Institutional Level	50
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	National	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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

(a)As there is ban on the Students' elections, the College does not have an elected Students Council. However, to encourage the participative role of the Students in the Administration to inculcate the leadership qualities in the Students, the College has adopted a system of electing TWO CLASS REPRESENTATIVES (CRs), preferably a boy and a girl from each Class to perform the duties of the Students Council. Usually, the meritorious and an active Student of the Class is nominated as Class represented by the students. (b) The College also has a Students' Advisory Committee with Senior Faculty members. As Class representatives, under the supervision of the faculty, Students play a vital role in planning of the College events such as awareness campaigns, conducting fresher's day, Independence day, Teachers' Day , Science Day the College Annual Day. They receive the guests, anchor the Cultural programmes and organize the whole event on their own. They are also actively involved in organizing various programmes such as Blood donation camp, Swachha Bharat Programmes, Red Ribbon Cub, clean and green in the campus. Class Representatives works with various committees in planning and organizing cultural events, sports activities, guest lectures, Seminars workshops , extension activities i.e.,rallies, adoption of villages, community services etc.,(under NSS NCC programmes). (c)The names of the Class representatives are also included in constituting the committees such as IQAC and RUSA, thus, involving them in the Administrative aspects and their suggestions in the meetings for student support and progression are taken into consideration as well as in the planning of Academic and Cocurricular activities for the students.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

words)

The Institution follows a decentralized form of organization which creates a culture of participative management. The following sub committees were formed in the College with Senior Faculty as Coordinators the other Faculty as members for the smooth functioning of Administrative and Academic activities of College. (1) Students Advisory Committee (2) Anti Ragging Cell Anti ragging Squad (3) Research Committee (4) Women Empowerment Cell (5) Career Counseling cell (6) Discipline Committee (7) SC/ST Committee (8) RUSA Committee (9) UGC Committee (10) Solid Waste Disposal Management Committee (11) Red ribbon Club. The IQAC is at the centre of all academic extracurricular activities of the College and acts as a facilitator between Principal and the Departments. Regular meetings were convened amongst Committee members, Principal, Faculty and the student representatives to discuss the matters related to the Academics and to address students' grievances. The Governance and the Administration of the College was taken up through participative management and the important decisions taken there in regarding CAS, filling of vacant posts utilization of RUSA funds were sent to the Government for approval. All these Committees function to achieve the VISION and MISSION of the Institution in a transparent and participative way.

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

No

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	1) Pondicherry University is planning to implement CBCS from the Academic year 2017 - 18 for all the UG programmes and the HODs of this College are appointed as BOS members. 2) Dr. V. Bhaskar Reddy, Assistant Professor of Telugu Dr. P. Madhavi Latha, Associate Professor of Zoology are the members of the Executive Council, Dravidian University, KUPPAM - 517426 (A.P) 3) Dr. V. Bhaskar Reddy, Assistant Professor of Telugu is a Subject Expert in the Board of Studies of Sri Y N College, Narsapur, West Godavari District, Adikavi Nannaya University, Rajamahendravaram, A.P
Teaching and Learning	Student centric strategies are adopted by the faculty to develop skills like • Problem solving approach • Case studies • Class seminars • Use of Prentice Hall Molecular models and Space Lattice Models to understand difficult concepts in Chemistry. Use of Android based Mobile apps in the language class room to enhance the understanding of ideas concepts. • Remedial Coaching Classes • Use of Internet facility for the best on line resources for the academic purpose. • Learning through field trips and

	Industrial visits.
Examination and Evaluation	a) Pondicherry University is planning to implement CBCS from the academic year in which 25 percent of the weightage is given to the Internal tests, assignments and seminars. b) For the current Academic year, no weightage is given for Internal Examinations and the full 100 percent weightage is only for External Examinations in both Theory and Practicals.
Research and Development	Some of the Faculty of this College are acting as Research guides, guiding the Ph.D. students and publishing Research papers in the reputed National / International journals.
Library, ICT and Physical Infrastructure / Instrumentation	1) The Dept. of Zoology has purchased ULTRA CETRIFUGE MACHINE with 2.4 Lakhs using Govt. fundig. 2) Government has sanctioned RUSA grants to construct a New Academic Block (G 2) to start M.Sc Chemistry Course in this College. 3) Sanitary Napkin Vending machine and Incinerator was purchased using RUSA funds. 4) 15 chairs with writing pads, 5 computer tables and revolving chairs were purchased using RUSA funds allocated for furnitures. 5) Two Guest Librarians were engaged under RUSA programme and initiated the process of Library automation. 6) Academic and Administrative blocks of this Institution are provided with Internet facility with sufficient no. of computers, printers, 7) Seven Class rooms (one class room for each Main Department) are provided with Computer, LCD screens projectors and 10 Mbps Internet. 8) Four RO Water filters were repaired to provide drinking water facility to the students. 9) Nearly Three Lakh Forty Thousand rupees Government funding was spent to purchase Chemicals/Glassware for the Chemistry Department.
Human Resource Management	1) Shortage of Faculty positions and the Office staff of this Institution was communicated to the Government to fill the vacant posts. 2) Guest faculty and temporary office staff (group IV) were engaged in the vacant positions for smooth functioning of this Institution.
Industry Interaction / Collaboration	1) As a part of Academic - Industry Interaction, the College invited

	Eminent Industrialists from reputed Pharma Industries organized seminars to the students. 2) B.Sc Zoology, B.A M.A Economics students participated in the field trips .
Admission of Students	Students are admitted to various UG and PG programmes of this Instituion as per the guidelines issued by the Pondicherry University.

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

E-governace area	Details
Planning and Development	1) Administration is headed by the Principal for both Academic Administrative aspects. 2) The necessary annual budget for the planning and development of the Institution is informed to the Government in the beginning of the financial year. 3) RUSA has sanctioned Rs.1.2 crores to construct a new Academic block (G 2) to start M.Sc Chemistry Course. 4) Administration is headed by the Principal for both Academic Administrative aspects. 5) The necessary annual budget for the planning and development of the Institution is informed to the Government in the beginning of the financial year. 6) RUSA has sanctioned Rs.1.2 crores to construct a new Academic block (G plus 2) to start M.Sc Chemistry Course.
Administration	1) Administration is headed by the Principal for both Academic Administrative aspects. 2) The necessary annual budget for the planning and development of the Institution is informed to the Government in the beginning of the financial year. 3) RUSA has sanctioned Rs.1.2 crores to construct a new Academic block (G plus 2) to start M.Sc Chemistry Course.
Finance and Accounts	1) Salaries for the staff (both teaching and non-teaching) are maintained through the software PAYSOF, maintained by the NIC, Govt.of Puducherry. 2) Expenditure sanction to the college is informed by the Govt.using BEAMS software. 3) All other administrative bills are prepared through PEBS software maintained by the Govt.of Puducherry. 4) Income tax calculations are done using MS EXCEL.

Student Admission and Support	1) Admissions to the various Programmes offered by the College are done as per the guide lines issued by the Pondicherry University. 2) Examination fee is paid by the students either by cash or through bank Challans .The Examination results are announced in the University website. 3) The students belonging to economically weaker sections apply for the Govt.Scholarships in the prescribed proforma and the sanctioned Scholarship amount is credited by the Govt.to the students individual Savings bank account.
Examination	1)Uploading the particulars of the students appearing for Examinations, getting Print out of Hall Tickets and the announcement of the results, are done in the Pondicherry University website. 2)MS office is used effectively to issue Transfer Certificate, Study Conduct Certificates to the Passed out/drop out students.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NIL	NIL	NIL	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NIL	NIL	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	7	10/08/2016	30/08/2016	21

FDP	3	05/05/2017	18/05/2017	14
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

**6.4 – Financial Management and Resource Mobilization**

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

• As a part of Internal Audit, the Internal Stock verification of each Department is carried out in this College every Year generally in the month of March. • The Principal of this College forms a Stock verification Committee for each Department in which one Senior faculty will be the convener and two/three other Staff as members. • Internal financial audit is carried out by a team of Audit members from the Govt.of Puducherry for the funds granted utilized from the Govt.funding also for the amounts granted from the other sources such as UGC, RUSA. • UGC RUSA funds were also audited by a local authorized Auditor. • External audit is carried out by a team of members from A.G.Office, Chennai.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0
---

**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Internal Stock Verification of the Departments of this College by the Faculty.
Administrative	No	Nill	No	Nill

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

1)Parent - Teacher meeting was convened and office bearers were elected from both Parents and Teachers. 2)Discussed about the various issues related to students discipline ,their progress in studies and their grievances . 3)Feedback was collected from the parents and their suggestions were taken into



consideration for the development of the Institution. 4)Parents of the Students participates in the College Annual day with their Children. 5)Parents of the Students actively participates and extends their support in the NSS activities at village level.

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

NIL

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

1 A foundation stone was laid by the Chief Minister of Govt.of Puducherry to Construct New Academic Block for the proposed M.Sc Chemistry Course. 2) Chemistry Laboratory, Administrative block , Commerce Faculty Room the Ladies wash rooms were renovated. 3)Vacancy positions in this College were informed to the Govt. from time to time.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	One day Seminar on Gender equality	16/03/2017	Nil	Nil	60
2017	One day seminar on Women Health Hygiene	08/03/2017	Nil	Nil	65
2017	One day Seminar on HIV/AIDS awareness	01/02/2017	Nil	Nil	50
2017	Two days National Workshop On TELUGU POETRY	21/03/2017	21/03/2017	22/03/2017	70

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender	17/03/2017	Nil	28	32

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

Percentage of power requirement of the University met by the renewable energy sources

The Students were given awareness on • Air, water, soil, Noise and Radioactive and their impact on Human beings, animals and climate and their control measures. • Green House effect, Ozone Layer Depletion, Acid raining and Photochemical Smog, Solid Waste Management their impact on human being and their control measures. • Solid Waste Management and Disaster Management. • B.Sc Chemistry Main students were also given thorough theoretical practical training on the Analysis of Important parameters of the Air and Water.

## 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nil	No	Nil

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	3	Nil	02/10/2016	Nil	Swachha Bharat Programme	Nil	50
2017	Nil	Nil	23/03/2017	Nil	Cleaning programme was done with NSS volunteers at the surroundings of the Water Tank in Farampeta near Yanam.	Nil	50
Nil	Nil	Nil	31/01/2017	Nil	Blood Donation Camp	Nil	15

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Rules and Regulations	01/07/2016	This Institution follows the Code of Conduct published by the Pondicherry University ,

Pondicherry in the University Website. The same is incorporated in the Academic Calendar and is circulated to the Students at the time of Admission. 2) Code of Professional Ethics published by the UGC on 30 - 06 - 2010 was circulated to all the Faculty members.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebrations	15/08/2016	Nil	42
Freedom Fortnight Celebrations	09/08/2016	23/08/2016	90
International Youth Day	12/08/2016	Nil	85
Republic Day celebrations	26/01/2017	Nil	55
Pondicherry Liberation day	01/11/2016	Nil	45
Science Day	28/02/2017	Nil	50
No file uploaded.			

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

1) Conducted Tree plantation program and cleaning the surroundings of the campus under the supervision of NSS Coordinators along with the student volunteers and Faculty members. 2) Conducted Swatchha Bharat Programme with all the Teaching, Non-Teaching, NSS volunteers NCC candidates. 3) Plastic free Campus. 4) Encouraged sending Information to all the Faculty through e mail instead of hard copies. 5) Encouraged full digitalization of the office to minimize the use of paper. 6) Proper dispose of hazardous materials like Chemicals, Electronic materials, plastic materials etc.,

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

I) Improving Teaching - Learning Processes Objectives a) To adopt Student-centric Teaching Methods by encouraging all the Faculty Members to use ICT in Classroom Teaching. b) To ensure Timely Completion of Syllabus and to improve the Pass Percentage of Students. The Context a) The Completion of Syllabus Teaching in some instances is being hurried through especially towards the End of a Semester whereby, Information on some Occasions is getting dumped on to the Students all at once. Therefore, any Sluggish Coverage of the Syllabus during the Initial Phase of a Semester followed by such hurried coverage during the Ending Phase of the Semester should be avoided thus giving enough time to Students to comprehend all the Topics equally well and to enable them to assimilate the Concepts and Facts appropriately. b) For the purpose of Timely Completion of the Syllabus, Greater Involvement and Participation of Students and with a view to Molding them into Self-Confident Individuals in tune with the Present Generations of Tech Savvy Students available for the Job Market,

the Faculty Members are making Efforts to Adopt the Latest Pedagogical Tools which include ICT along with the Conventional Talk and Chalk Teaching Methods. The Practice a) A Faculty Development Programme of Eight (8) Days Duration was Organized by the College IQAC on the Topic of E - Content Development and E - Learning Systems. Necessary Training was Imparted, to all the Faculty Members of this Institution and also to the Faculty of other nearby Colleges, by a Team of Experts sent from the E- Governance Society, Puducherry. b) Participants were well Motivated to use ICT in all their Regular Teaching and Learning Activities without affecting their Conventional and Well Established Methods of Imparting Collegiate Education. As a part of this Programme, the visiting Team of Experts also trained the Faculties in the Usage and Application of Power Point Presentations, Animations, Interactive Videos and various available Higher Education related Websites. c) The Faculty Members in the English Language Department are using Android based Apps whereby the Students having Smart Phones are Encouraged to use them during the Regular Classes. The Evidence of Success a) Every Subject Department in the College is Provided with a Laptop, a Projector, an LCD Screen and Wi-Fi Facility for Effective use and Application of the available ICT Tools. b) The College Seminar Hall is Equipped with a Smart TV, an LCD Screen, a Desktop PC and a Projector for Conducting Seminars, Workshops, etc.. c) The Department of Mathematics has the additional provision of a Smart Board. d)As a Consequence of the Installation of the above mentioned Infrastructure within the Institution, the Faculty Members were able to put to good use some ICT Tools during their Regular Teaching Hours and were able to give a Satisfactory and Timely Ending (both for themselves and Students) to the Task of Completion of the Allotted Syllabus and this Feeling was Observed to be Reflected in the Vastly Improved Students' Attendance during the Regular Lectures as well as in the form of Improvement in their Performances in different kinds of Assessments and Examinations held at various Levels. Problems Encountered and Resources Required a) Development of Animation Based Power Point Presentations Especially in respect of Science Disciplines is becoming difficult due to the Non-availability of Technical Expertise within the Institution. b) Simultaneously, the Demand for ICT Resources is steadily increasing whereas the Paucity of Funds with the College Administration is turning out to be the biggest Impediment being faced in this regard. This is certain to dampen the Spirit of the Faculties as they are very keen to adopt this Technology both extensively and intensively. c) Appropriate Proposals have also been submitted to the Government for Establishing Smart Classrooms for all the Programmes Offered by this Institution. d) More Number of Training Programmes need to be Conducted for the benefit of Faculty Members for the purpose of Exposing and Equipping them with the Full Knowledge and Understanding of the use of ICT in this Process. II)Title of the best practice: National Service Scheme (NSS) Objective The NSS is part of our academic, social and personal life as it is the third dimension of education. It allows the students to actively contribute their services for the cause of community and the nation, thus helping them develop their personality. Service and attain the traits of a leader of the nation. As such, the NSS is the right platform, where the student- youth of the nation may get to involve with real life social activities, and thereby become responsible citizen of India. The Context The NSS unit had started its activities in the beginning of the Academic session with the full support of our NSS volunteers under the leadership of programme officer. After looking into the students' community as a whole, we found that many are interested to involve themselves with some activities that eventually make them happy during their stay in the College and studentship. But in many cases, they do not get any platform to do this, but NSS unit of this align the motto of the NSS "NOT ME BUT YOU" and the spirit of the students to do, learn and involve with activities. The Practice • Generating awareness about BLOOD DONATION and participating in BLOOD DONATION CAMPS. • Conducting awareness programmes on Hygiene prevention of various diseases like Cancer, AIDS,

Malaria, Filariasis Typhoid. • Conducting awareness programmes on Child Marriages , not to be panic during disasters like Earthquake, floods etc., • The Unit also implemented the regular activities and adopted and prepared new activities like special camps in rural areas to develop education among rural poor youth. Evidence of Success: It has been observed that the Education itself has practical importance in human society. To enjoy a life to-day no man can ignore practical exposure. Even one cannot imagine living a life without practical Education. Theoretical knowledge is imperfect to create interest in knowing how the things we believe have been created, how they reach our mind, under what process it is transferred to our real life and the like. The field study help us in all these respects and mere class-room education, conventional examination cannot give oneself perfect knowledge of society as a humanity perspectives. After field study one can learn for becoming self-reliant instead of queuing for job in Govt. Departments etc. Field study creates promoter, pioneer, entrepreneur and these may again make an addition to the national economy too. In this respect NSS activity i.e. regular as well as special is a practical knowledge among the students community through field study that brings new idea for new creativity and innovation and ultimately the higher standard of living which is a measure of developed economy. The ex- NSS volunteers of our College remain in touch with the NSS unit of the College. Problems encountered and resource required • One of the major problems of the NSS is that the goals and objectives of the NSS are numerous and College as well as people have high expectations of the NSS volunteers. • The NSS volunteers are supposed to understand the community around, identify its needs and find solutions for them, acquire skills for mobilising community participation, acquire leadership qualities and democratic attitude and come forward to tackle the situations created by emergencies or natural disasters. Thus there is a whole list of tasks which are supposed to be done by the NSS volunteers and their mission is truly daunting. • At the same time, NSS volunteers do not have all resources at their disposal. They themselves are young boys and girls at colleges and until they get their degrees they have at their disposal a time of three years or so. During this relatively short period of time and within the framework of rules and regulations they have to try hard to realise the numerous goals and objective set before them. • Further from the viewpoint of the organisers, volunteers or NSS officials at the College level, there is another very serious problem is that of finance.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[https://www.srkgacyanam.edu.in/userfiles/bestpractices/Best\\_Practices\\_2016-17.pdf](https://www.srkgacyanam.edu.in/userfiles/bestpractices/Best_Practices_2016-17.pdf)

### 7.3 – Institutional Distinctiveness

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

• The College as a Higher Education Institution is committed in imparting Quality Education to empower the students belonging to this Yanam region with rural background. • The College has highly qualified faculty recruited through UPSC more than 50 of the faculty are having Doctorate Degrees. • The Institution is having an ambient atmosphere of high Academic environment the faculty are highly motivated and dedicated and works hard in using Innovative methodologies in teaching and disseminating the information for the upliftment of the students of this region with rural background. • The Institution is having all the necessary ICT facilities like LCD projectors, sufficient number of computers in in each Department , Laptops. Wi - Fi facility and is used effectively in teaching - learning process. • The College is having good Infrastructural facilities , well equipped laboratories, Computer laboratory ,

Library with good collection of books and departmental libraries with sufficient number of reference books for the students. • Government is encouraging the students belonging to economically weak community by providing scholarships to pursue their education. • In addition to the academics, students also participate in Co - Curricular Activities (CCA), Extra Curricular Activities (ECA) which helps them to enhance all rounded personality . • The students also participates in Sports activities at the university and national levels to nurture their talents. • The students of this institution are well trained in NSS NCC activities to inculcate the social responsibility discipline in the students.

Provide the weblink of the institution

[https://www.srkqacyanam.edu.in/userfiles/institt/Institutional Distinctiveness 2016-17.pdf](https://www.srkqacyanam.edu.in/userfiles/institt/Institutional%20Distinctiveness%2016-17.pdf)

### **8.Future Plans of Actions for Next Academic Year**

- Extension of the existing Computer Science Laboratory with additional 25 new systems and provision of separate WI-Fi facility UPS.
- Construction of new Academic Block (G plus 2) for M.Sc Chemistry Course.
- To Organise Seminars/workshops.
- To encourage staff to apply for Major Minor Research Projects and to have an MOU with Industry.
- Renewal of Inflib net facility.
- Setting up of one Smart Class Room for each Main Department.
- To enhance the soft skills to the final year students.
- To establish English Language Laboratory.
- Extension of the existing Seminar Hall to accommodate 200 members.
- Renovation of the Chemistry Laboratory.