Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**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	**iqacyanam@gmail.com**
Address	**Pillaraya Street**
City/Town	**Yanam**
State/UT	**Puducherry**
Pincode	**533464**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**central**
Name of the IQAC co-ordinator/Director	**T.Prasad Rao**
Phone no/Alternate Phone no.	**08842324123**
Mobile no.	**9701117324**
Registered Email	**iqacyanam@gmail.com**
Alternate Email	**srkartscollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.srkgacyanam.edu.in/userfiles/AQAR%202017-18.pdf**

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.srkgacyanam.edu.in/userfiles/Academic%20Calendar%202018-19(1).pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	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
Faculty Orientation Programme for newly UPSC recruited Asst.	**03-Jul-2018** **1**	**12**

Professors		
Conduct of IQAC meeting	07-Jul-2018 1	12
Conduct of IQAC meeting	08-Apr-2019 1	15
Conducted Green Audit of College Campus	25-Mar-2019 5	6
Collected and analysed the feedback from the Students, Faculty and Parents	15-Apr-2019 5	90
[View File](#)		

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
Nil	Nil	Nil	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Cumulative efforts made by the faculty for timely submission of AQAR

Preparation of institutional curricular plans 2018-19.

Feedback on curriculum and academic environment and other related aspects collected, analyzed, and reported to Head of the Institution with recommendations

for initiation of appropriate activities/measures at various levels.	
Collection and validation of APIs and APARs of all faculty members	
Taken up measures to follow up the recommendations of Academic and Administrative Audit	

[View File](#)

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

Plan of Action	Achivements/Outcomes
Development of college website for presenting activities of the college	College website was redesigned for presenting college activities under the supervision of college webmaster. Matters related to all activities in the college are uploaded into our website for information to all stake holders
Encouraging the staff to take orientation and refresher courses conducted by UGC-HRDCs	Most of the newly appointed faculty completed their orientation courses from various UGC-HRDCs in different universities. The senior faculty took up refresher courses in various subjects to facilitate their CAS in accordance to UGC regulations
To complete the proposed new academic block utilising RUSA funds.	The block was added to the existing infrastructure by utilising RUSA funds to house P.G Chemistry course and establishment wing.
Encouraging students to participate in co-curricular and extra-curricular activities.	With the encouragement of college management and faculty 50 students are enrolled in NCC and about 100 students opted for NSS unit. Students participated and won positions in sports and games at various levels
Promoting environmental awareness among the students	College students are involved in cleaning activities under Swathch Bharath committee and NSS activities. Eco-club was activated to bring awareness among the students and the neighbourhood society on issues concerned with pollution and bio-degradable substances.
Introduction of college management system	College Management System was introduced in the college to bring about accountability and transparency in the functioning of the college and faculty.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC Committee	05-Aug-2019

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

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019

Date of Submission	02-Sep-2019

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1. Centralized student admission process is Partially Online done through the website of CENTAC, Govt. of Puducherry. 2. College website has information about admission procedures, college facilities, etc College provides a help desk and browsing center facility to students for filling the Admission Form. 3. The Students of the College are provided with the information regarding various activities in the college through Academic Calendar, Notices, classroom communication etc. 4. Institute is fully equipped with computerized methods to keep tracks and records of all finances of the College. The Institute's Accounts are maintained by using software. 5. Periodicals', Newspapers' and Research Journals' subscriptions are renewed. Air conditioned computer browsing centre is used by students and staff.

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

Syllabus framing of theory and practical courses are structured by the Board of

Studies (BoS) Pondicherry University, Puducherry. Similarly, for every topic, the weight-age of lectures is also duly assigned by BoS. At the college level, at the beginning of the academic session, departmental meetings are held in every department in which the syllabus for the academic session is distributed among the teachers. The papers that the teachers of each department were assigned brought before the Principal's table for a well constructed weekly Routine for all the classes. Classes are held according to the schedule under the supervision of the College administration. For the effective teaching delivery of curriculum, various teaching methods are applied based on the requirement of the subject or topic. Both the conventional and the advanced teaching-learning aids are used in delivering the lesson, such as Chalk and Blackboard method, ICT-enabled teaching-learning method, Paper Presentation and Seminar by the students, Group Discussion, Field Trip and Excursion, Distribution of notes by the teachers, etc. Seminars and special talks by experts are also arranged. Regular class tests are conducted and regular assessment in theory and practical classes are done to keep track of the improvement of the students. Basing on the performance of the student's remedial classes are also conducted. The internal assessments are given the weight-age of 25% in the final evaluation of the course work. The internal assessments of the students are solely assessed on the performance of the student. Departments maintain a detailed record of the classes and assessments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics	02/07/2018
BCom	General	02/07/2018
BSc	Chemistry, Computer Science, Mathematics, Physics and Zoology	02/07/2018

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
Public Administration	02/07/2018	154

Environmental Science	07/01/2019	154
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	45
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
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
Feedback is an important part of the teaching and learning process. The main objective of feedback is to strengthen the quality of the teaching-learning environment and to bring excellence to the teaching and learning process. This benefits teacher to know where he/she can improve in teaching methodology that will finally benefit the students. The collection and analysis of feedback from different stakeholders assist the institution to understand the need of society and what other stakeholders foresee from the institute. The feedback forms are collected from all stakeholders by the IQAC through the feedback committee and analyzed. After analysis of feedback, inclusive reports are prepared and are communicated to the concerned teaching staff/department head for their improvement. The structural feedback is collected from all the stakeholders viz. Students, Teachers, and Parents on the curriculum. It is then analyzed and discussed in the departmental meeting and communicated to the BoS of the university for improvement and further necessary action. After analysis of feedback, the outcome is utilized for the development of the college. As per the outcome, the IQAC holds the meeting with all levels of management and takes the decision to improve the drawbacks and boost the achievement of the institution permanently. The principal intervenes and addresses possible areas of improvement. He also evaluates these with each teacher, motivating her/him to look at the specific areas where growth is needed.

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
MCom	Commerce	10	Nill	9
MA	Economics	10	Nill	7
BSc	Zoology	25	Nill	16
BSc	Physics	20	Nill	Nill

BSc	Mathematics	30	Nill	21
BSc	Computer Science	40	Nill	18
BSc	Chemistry	30	Nill	22
BCom	Commerce	40	Nill	32
BA	Economics	50	Nill	45

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	480	29	23	Nill	11

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
34	24	8	8	1	4

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)

The institution believes in decentralization of its activities utilizing the resourceful faculty effectively, thereby sharing the responsibilities among stakeholders, to make them an explicit integral component of the functioning mechanism. To this effect, various committees/cells have been constituted. We have high commitments for all of our students and want to help them achieve and surpass their own expectations and those of the people who teach and care for them. The Mentor system is an important feature of the college and has been practiced right from the inception of the college. This is one of the most effective systems functioning in the institution and it bridges the gap between the students and the teaching community. The mentors provided consistent support, guidance, and concrete help to students to provide them with positive role models. Some students involved in the mentoring program may be going through a difficult and/or challenging situation, a period of life in which they need extra support, or they may need to have another significant guide present in their life. The objective of the System: To establish a close rapport with the students, to cater to the individual needs of the students, to build confidence in them, to provide guidance about higher education and personal issues, to provide guidance regarding the placement opportunities, to pay more attention to slow learners, to inspire and motivate the advanced learners towards innovation and creativity through active participation, to provide an opportunity to express their opinion freely, to redress the issues/problems and to introduce citizenship lessons and Regulations. The Head of the Department allows the students of the program to the faculty in groups. The teacher in charge takes the role of a mentor. Allotment Policy. Following the UGC Guidelines, the Mentor-Mentee ratio is decided on the basis of the strength of the students and faculty in the department. It is expected by the Mentor to maintain a complete record of the students. The faculty is allotted to a group of wards to remain the tutor until the students complete the program. The Mentor is expected to explain the protocols of the department and the college, to record the progress/performance of the students and share it with their parents during the PTA meetings, to conduct formal Mentor-mentee meeting twice a semester within a fortnight of the conduct of internal tests to observe the progress of the student, to organize informal meetings when in need, with regard to the issues that arise from time to time, to record major issues and timely action to be taken to resolve the issues

either with the Head of the Department or the Principal as the case may be and to assist the students to take up remedial coaching

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
509	34	1:15

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	33	Nill	1	18

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	K.Monoharan International Award	Associate Professor	Pride of India Award, International Friendship Society
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Economice	VI/III	10/05/2019	20/06/2019
BCom	Commerce	VI/III	14/05/2019	27/06/2019
BSc	Chemistry, Computer Science, Mathematics, Physics, Zoology	VI/III	10/05/2019	12/06/2019
MA	Economics	VI/III	16/05/2019	15/06/2019
MCom	Commerce	VI/III	18/05/2019	18/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As a part of a sound educational strategy, the institute takes the effort to improve the performance of students by framing significant reforms in continuous internal evaluation. The reforms are as follows: 1. Unit Test / Internal tests are conducted once a semester 2. Topic-wise question banks are provided to the students by the concerned department. 3. Students are encouraged to solve previous years University Examinations Questions Papers. 4. The institute conducts group discussions, seminars, oral examinations, open-

book tests, etc. 5. The students are informed about the reappearing/revaluation schemes available to them. 6. Result analysis is done by the respective faculty after Continuous Internal Evaluation (CIE) Tests. The performance of the students is monitored by the principal and the necessary feedback is given to the concerned faculty members. The Principal conducts department-wise review meetings to give necessary feedback for the improvement of student's performance. 7. Poor performance due to frequent absenteeism is dealt with by communicating messages to the parents of such students. 8. The slow learners are monitored for their improvement in learning and advanced learners are advised to participate in competitive and other examinations, competitions, etc. 9.Remedial measures are taken by conducting tutorial classes and re-explaining the critical topics. Impacts: These reforms have resulted in substantial improvement in student's performance through comprehension of difficult topics, improved time management, enhance writing skills and individualized attention in refining their cognitive, psycho-motor and effective domains of learning. This has enhanced the academic excellence of students.

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

The academic calendar is prepared by the calendar committee in consultation with Pondicherry University and Govt. of Puducherry yearly calendar, before the commencement of the academic year. The academic calendar is a very useful guide to the college. It is a compilation of important events to be conducted during the academic year. The notice for the academic planning is issued to different departments and planning is collected and the academic calendar is prepared. Academic Calendar consists of teaching-learning schedule, internal examination timetable, Curricular, Co-Curricular and extracurricular activities to be conducted throughout the academic year. It is included in the teaching diary and also uploaded on the college website for the convenience of all stakeholders. Periodic meetings of teaching faculty are conducted from time to time in the observance of the Academic Calendar. The Principal, Librarian, and the college examination officer address the newly admitted students through the induction program to make them aware of the discipline, various facilities provided by the college, rules and regulations and examination-related activities. The College Examination Officer prepares the tentative timetable for conducting college internal examinations. It is compulsory to the students and faculty as well to adhere to the academic calendar to complete the academic activities.

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
0	MCom	Commerce	10	5	50
0	MA	Economics	2	1	50
0	BSc	Zoology	18	17	88
0	BSc		14	9	65

		Mathematics			
0	BSc	Physics	4	2	50
0	BSc	Chemistry	16	16	100
0	BSc	Computer Science	24	23	95
0	BCom	Commerce	23	21	91
0	BA	Economics	33	21	64
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2.7 – Student Satisfaction Survey

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

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

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CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Botany	1	Nill
International	Chemistry	1	0.26
International	English	1	Nill
International	Mathematics	2	Nill
International	Zoology	2	Nill
National	Hindi	1	Nill

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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
Hindi	17
Zoology	2
English	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	0	Nil	Nill

No file uploaded.

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	13	Nill	Nill
Presented papers	4	9	Nill	Nill
Resource persons	2	3	Nill	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and

Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
HIV-AIDS awareness	N.S.S unit, SRKGAC and Red Ribbon Club, Puducherry	2	82
Blood Donation Campaign	SRKGAC and Rotary Club	6	101
Run for Unity	SRKGAC and Nehru Yuva Kendra	6	120
TB awareness Programme	N.S.S unit, SRKGAC and TB control Society, Yanam	2	48
Awareness Programme on Child Marriages	N.S.S Unit and Child Help Line, Yanam	4	50
Cyclone Relief Operations	N.C.C Unit and Local Regional Administration, Yanam	1	28
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nill
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Women Empowerment	Womens Empowerment Committee/ Legal Service Cell, Yanam	Legal awareness lecture	8	90
Aids Awareness	Red Ribbon Club/ AIDS Control Society, Yanam	Invitational talk	6	80
Swachbharath	N.S.S and N.C.C/ Local Administration	Cleanliness drive in the town	6	120
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	0	0	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work	Economics of Insurance	Banks and Insurance Companies	21/01/2019	20/03/2019	42

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3039000	2094632

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Class rooms	Newly Added
Laboratories	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Seminar Halls	Newly Added
Classrooms with LCD facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Campus Area	Existing

[View File]()

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
Not aware	Partially	Nill	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18000	3800000	Nill	Nill	18000	3800000
Reference Books	7000	1200000	Nill	Nill	7000	1200000
e-Books	200	Nill	Nill	Nill	200	Nill
e-Journals	200	6000	Nill	Nill	200	6000
[View File]()						

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	64	28	0	1	1	6	28	0	0
Added	0	0	0	0	0	0	0	0	0
Total	64	28	0	1	1	6	28	0	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 incurredon maintenance of physical facilites
10.71	1050725	2.49	246712

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 policy of the College is to fulfil and upgrade the infrastructural requirements as and when such need arises. Various committees of the College are constituted to plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized. These include the timetable Committee, General Purchase/Procurement Committee, Library Committee, cultural committee, sports committee. 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 Procedure for maintenance of facilities: The College ensures regular maintenance and upkeep of all infrastructural facilities. The maintenance work is carried out by trained in-house experts as well as outsourced to appropriate outside agencies. A full-time caretaker is appointed by the College to ensure the cleanliness, hygiene, sanitation, water supply, electricity, security and stationery condition and to update the Principal of the institution about the current/ daily state of affairs. Furniture and equipment are purchased on regular basis as per the requirements. The College has its own full-time plumber, electrician, sweepers and gardeners. The College engages the technical professional to provide regular support services relating to computer hardware and software. They also ensure the allotment of Wi-Fi passwords to individual students and faculty members. Procedure for utilisation of facilities: The decisions in respect to the proposals for initiating new programmes or activities in the College are taken in the staff council meetings. The decisions are then taken to the Governing Body for approval. The timetable committees evaluate the possibilities of rational and optimal use of the time and space available. Rooms of different sizes are allotted in accordance with the size of the classes. They make recommendations periodically about the need for expanding the existing space, remodelling or re-using the existing space. Further, suggestions are made for the most efficient use of the time frame, keeping in mind the need to balance academics, co-curricular and extra-curricular activities. Stock verification is done annually for all the Departments to verify the stock and updating the entries in the registers.

https://www.srkgacyanam.edu.in/userfiles/pandp/Policies_and_Procedures_2018-19.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	76	179960
Financial Support from Other Sources			
a) National	Nil	Nill	0
b)International	NIl	Nill	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching Classes	01/08/2018	36	Department of Chemistry
Bridge Course	03/08/2018	12	Department of Chemistry
Bridge Course	06/08/2018	32	Department of Economics

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Study Center for Competitive Examinations	80	Nill	Nill	Nill
2018	JAM Examination / P.G Entrance Examinations	Nill	12	4	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
12	11	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Nil	Nill	Nill
No file uploaded.					

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

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

	higher education				
2019	8	B.A	Economics	Dr. SRK Govt. Arts College	M.A Economics
2019	3	B.Sc	Mathematics	KMCPGS, Puducherry, Arignar Anna Govt.Arts& Science College, Karaikal, KIET, Koringa, AP	M.Sc Mathematics and 1-MBA
2019	7	B.Sc	Computer Science	Pondicherry University, Puducherry (02), Pondicherry Enggineering College, Puducherry (02), Aditya PG College, KKD(02), KIET,Koringa, AP(01)	MCA
2019	7	B.Com	Commerce	Dr.SRKGAC, Yanam	.om
2019	11	B.Sc	Chemistry	Dr.S.R.KGAC, Yanam (07), Arignar Anna Govt .Arts & Science College, Karaikal. (02),KMCPGS,Pondicherry (01),Osmania University, Hyderabad.(01)	M.Sc Chemistry
2019	2	B.Sc	Zoology	KMCPGS,Pondicherry	M.Sc Zoology
			[View File](#)		

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

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

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

Activity	Level	Number of Participants
Power-lifting tournament conducted by University of Pondicherry	Inter-college	6
Light Music/Film Songs Competition	Institutional Level	25
Hindi Essay Writing Competition	Institutional Level	15
Telugu Essay Writing Competition	Institutional Level	60
English Essay Writing Competition	Institutional Level	40
Hindi Elocution Competition	Institutional Level	10
Telugu Elocution competition	Institutional Level	50
English Elocution Competition	Institutional Level	30
Drawing Painting Competition	Institutional Level	25
Classical Music (Vocal) Competition	Institutional Level	15
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Junior National athletic	National	1	Nill	Nill	B Neelima, II BA
2019	South Zone Junior Athletics Championship	National	2	Nill	Nill	B. Neelima, II B.A. G. Sathrugnudu, I B. Com.
No file uploaded.						

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

The Students Council is constituted for the year, composing of Class Representative as a General body along with the teacher representatives. The student council is involved in the execution of the academic and co-curricular activities in the College. The student council is involved in all activities and committees of the college, supported and advised by the faculty members. Students Council provides a platform to students for co-curricular and extra-curricular activities. The active involvement of the class representatives motivates the students to participate in the programs undertaken by various

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)

Practice No. 1:Dr.S.R.K Govt. Arts College, Yanam supports the trend of a decentralized governance system with proper well-defined inter-relationships. The management of the college has two basic committees, College Academic Council (CAC) and IQAC. Regular meetings of these committees are held for the effective and smooth functioning of the College and for this purpose CAC and IQAC have allotted powers of work management to various committees. The college always promotes the culture of participative management by involving staff and students in various activities. The students and faculties are allowed to express themselves for suggestions to improve the excellence in any aspect of the college at various levels. 1. Strategic Level The Principal, faculty, supporting staff, and student representatives are involved to define the policies and procedures, making guidelines and rules/regulations pertaining to admission, placement, discipline, grievance, counseling, training, development, library services, etc. 2. Functional Level The Principal, faculty, supporting staff, and student representatives are involved in day to day functioning of the college and are also involved in the preparation of the annual budget of the college. 3. Operational level All the staff members actively participate in implementing the policies, procedures, and framework designed by the CAC in order to maintain the quality standards and accomplish the vision and mission of the college. Practice No. 2. There are different committees such as Cultural Committee, women's Empowerment Cell, NSS, NSS IQAC, mentoring, etc. in which students and teachers participate and take an active part. The College core committee formulates common working procedures and entrusts the implementation through departments. The department or committee in charge manages the activities of the department or Committee and keeps track of co-curricular and extracurricular activities in the College.

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

Partial

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	Curriculum Development As an affiliated the Pondicherry University, the Institution implements the Choice Based Credit Scheme (CBCS) of academic college of curriculum. The objective of quality strategies is to ensure timely and well-planned implementation of the curriculum as well as to enhance its utility and value. Academic departments offer those Generic Electives, Ability Enhancement Credit Courses and Skill Enhancement Credit Courses that are suited towards enhancing the knowledge of the students while simultaneously increasing their employability.
Teaching and Learning	Teaching and Learning At SRK Govt. Arts College, the focus is on transforming and subliming the pedagogical process to be more engaging, goal oriented and keeping the faculty updated with the latest developments in pedagogy and teaching methodologies. Accordingly, as a part of the quality improvement strategy for the same, faculty members are given freedom to adopt and innovate teaching methodologies for their respective subjects. Faculty members further improve the quality of teaching by use of Information and Communication Technology, group discussions, industrial and institutional visits etc. To harness the synergy of subject knowledge and teaching know-how among the faculty members, internal subject meetings are held for each subject on a periodical basis every semester where the pace, orientation, methodologies and assessments are mutually decided. To enhance the multi-dimensional of the discipline, eminent personalities from academics, corporate sector and government are invited for guest lectures and speaker sessions. Also, since training and development play a significant role in improving the quality of teaching and learning, the IQAC conducts workshops and symposia on a regular basis. The College further encourages the faculty to attend refresher and orientation courses, faculty development programmes and workshops to enhance their knowledge and skill set. Believing that learning is a continuous process, the quality improvement strategies focus on making the learning process more wholesome and holistic to the development of student

	personality, with proportionate emphasis given to both curricular and extra-curricular aspects. Faculty members provide personal mentoring and guidance to students on research and career. The College promotes extra-curricular involvement among the students by providing them the freedom to choose from a wide range of student societies. The balance between the curricular and extra-curricular activities facilitates an all round learning process that equilibrates between theory, application and real world skills such as time and team management.
Examination and Evaluation	Examination and Evaluation While the examination and evaluation structure are governed by the Pondicherry University guidelines, the College attempts to improve the effectiveness of the internal assessment system. The quality improvement strategies focus on maintaining a proper assessment framework which is able to precisely evaluate the knowledge and understanding of the student while achieving the desired goals of interaction, learning and transparency. The strategies also focus on making the examination process more representative of the subject matter and stress on multidimensional evaluation. Faculty members are encouraged to assess students through multiple evaluation methods such as presentations, written examination, seminars and group discussions.
Research and Development	Research and Development The quality improvement strategies emphasize the role of research and faculty development in the Institution. These strategies focus on encouraging and promoting high quality research in the Institution. A separate Research Committee has been set up to explore the possibility of new journals and improving the accessibility and impact of research in the College. Institution aims at providing the requisite infrastructure and academic resources to members of both teaching and non-teaching staff. In addition to these in-house facilities, the College is also linked to the National Digital Library System (NDL) and INFLIBNET, UGC which further broaden the knowledge and

	research resources available to faculty. In consonance with its emphasis on promotion of research culture, the College as well as its IQAC strive to organise faculty development programmes (FDP) and workshops focusing on the development of research competencies and widening the research abilities of the faculty and Post Graduate students.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure / Instrumentation -The quality improvement strategies for Library aim at constant improvement and development of library services through up-gradation of technology and employment of latest systems in library sciences. The quality improvement strategies for physical and ICT infrastructure focus on their regular maintenance and timely up-gradation while ensuring its utility in the education process. As an extension of the strategy, every department of the College is provided with LCD projector, Smart Television and Laptop.
Human Resource Management	? Human Resource Management -The aim of the human resource management in the College focuses on attracting, training, developing, motivating and retaining its human resources. The intention of the institution is to maximise the potential of each individual in their respective fields to the benefit of self and society. This entails assessing the human resource requirements and understanding the inherent diversity of such needs. After the evaluation of needs, the strategies emphasize on creation and implementation of sustainable schemes for the benefit of the human resources.
Industry Interaction / Collaboration	? Industry Interaction / Collaboration College organised lectures and interaction sessions with industrialists, whenever they come to college to encourage the students for interview and soft skill development. They also make aware the students about job opportunities and employment. The college arranges regular industrial visits of students to nearby industries. This interaction benefits the students.
Admission of Students	? Admission of Students The focus here is on making the admission process

smooth, informative, transparent and convenient. In this spirit, admission related queries are also answered through phone calls and emails. Admission Help-desks are set-up to facilitate prospective candidates. Contact details of nodal officers are displayed on institutional website and on the campus. Further, candidates are given specific time slots for formalizing admission to avoid excessive rush at the last minute and to ensure that the admission process is organised in a smooth and systematic manner. The quality strategies also aim at innovations in the admission process. This year, centralized admission process was introduced by the Puducherry, Directorate of Technical and Higher Education through CENTAC for all Colleges in the Union Territory. On the college side a dedicated web page was created to ensure greater convenience and information dissemination to the applicants.

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

E-governace area	Details
Planning and Development	? Planning and Development The College uses its electronic database and information systems to ensure a data-driven approach to decision making. A diverse set of stakeholders including students, members of the teaching and non-teaching staff, alumni, parents, employers, and industry representatives are engaged through various electronic channels in the planning and development process of the College. Students are communicated through Whatsapp groups and emails. The timetable and other academic communication are uploaded on the website as well as mailed to the faculty members.
Administration	? Administration To better streamline the administrative work, databases and records are maintained in electronic form. Notices and other correspondence pertaining to administration are proactively communicated via electronic channels to respective stakeholders. The administrative wing of the College has already started digitization of its records for easy retrieval and storage. Statutory information, student-related information, and other important forms

	are uploaded on the institutional website. Further, to ensure the convenience of students, the administration promptly responds to email communication sent by students, parents, and other stakeholders.
Finance and Accounts	? Finance and Accounts To ensure the availability of data and long-term storage of records, the accounts department is ensuring the digitization of its records. College accounts and financial statements are duly and timely audited by various auditing government agencies. Further, e-compliance to regulatory authorities is done on a timely basis as and when required.
Student Admission and Support	? Student Admission and Support The admission process in the College is administered and regulated by the Pondicherry University. To augment the online admission process of the University, the College has taken several initiatives to improve the timeliness and spread of information dissemination required for greater convenience in the process. Online admission students information system (OASIS) is developed and placed under the nodal officer to look into all admission-related activities in the college. A separate webpage titled Admissions 2018-19 was created on the institutional website containing guidelines, bulletins, and all relevant information for the applicants. Soft copies of the College prospectus along with specimen admission forms along detailed instructions on how to fill them were also uploaded on the webpage. The contact details of the nodal officers for the admission process and the Admission Grievance Committee were also widely publicized. Any query regarding the admission process was appropriate and timely responded to by the nodal officers for admission.
Examination	? Examination While the examination schedule is administered by the Pondicherry University, the College takes proactive measures to ensure relevant and timely information dissemination amongst students. Notifications prior to examination such as submission of examination form are timely displayed on the College website and notice boards. Information

pertaining to the collection of admit cards and other examination-related formalities are also communicated to students through electronic channels and college circulars. Similarly, examination duties are intimated electronically to faculty members by the examination wing. Further, internal assessment records viz. attendance records, home examinations, and tutorial assessments are displayed on the College website. The time frame and procedure for requisitioning changes in internal assessment, if any, is also detailed electronically. All the communication between the college and university is carried out electronically.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	Nil	Nil	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Course	1	13/02/2019	12/03/2019	28
Orientation Course	1	11/05/2019	11/06/2019	28
Refresher Course	1	10/12/2018	31/12/2018	18
Refresher	1	03/11/2018	30/03/2019	120

Course (Online)				
Refresher Course	1	26/11/2018	15/12/2018	18
Refresher Course	1	18/07/2018	07/08/2018	18
Refresher Course	1	10/10/2019	23/10/2019	12
Refresher Course	1	05/02/2019	18/02/2019	12
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Financial Welfare Scheme: Some of the teaching staff are members of the Cooperative society, Yanam and Puducherry. The college extends support by allowing deductions through salary for disbursement of the monthly installments. Any teacher can avail a loan of Rs.10 Lakh from the society. Medical Reimbursement: The college staff can claim reimbursement of medical expenses as per the government norms.	Financial Welfare Scheme: Non-teaching staff are members of the Co-operative Society, Yanam and Puducherry. The college extends support by allowing deductions through salary for disbursement of the monthly installments. Any teacher can avail a loan of Rs.8 Lakhs from the Society. Medical Reimbursement: The college staff can claim reimbursement of medical expenses as per the government norms.	Eligible students are financially supported by providing fellowships and scholarships from Adi-Dravida Welfare Department and National Scholarship portal.

6.4 – Financial Management and Resource Mobilization

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

Our institution conducts both internal and external audits at regular intervals as required by the norms of the university and the Government of Puducherry. Internal audits are conducted to check the effectiveness of the institution and its control mechanism. Conducting of external audit helps to further provide another layer of control, also creates complete transparency which in turn enhances the image of the institution among various stakeholders. The financial audit helps to keep a track of the necessary fees that need to be paid to the university at different stages of enrollment, registration, and examinations. Financial management also helps to manage the allocations of funds for different aspects like the conduct of academic, co-curricular, extra-curricular activities and purchase of books for the library, purchase and maintenance, and other office equipment. Internal audit is conducted by inter-department verification annually. An external financial audit is taken by Controller and

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	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Inter Departmental Committees
Administrative	No	Nill	No	Nill

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

The College does not have a Parent-Teacher Association. However, the IQAC actively seeks feedback from the parents of the students studying in the College. The feedback is then analyzed to improve the functioning of the College. Further, there is active interaction with parents during the admission and orientation phase. 1) Once in a semester, departmental level Parent-teacher meetings are held to discuss the progress of the students. 2) Whatsapp groups of students are created to communicate and provide information to parents regarding the performance of their wards. 3) Parent feedback is collected through questioner covering academic and administrative aspects of the college.

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

1. In-service training through governmental agencies. 2. Pay and leave facilities in accordance with the government rules and regulations. 3. Financial assistance from Yanam Cooperative society up to eight lakhs.

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

1. Construction of new academic block to house P.G classes of Chemistry department and establishment section. 2. Teaching faculty was appointed in all prevailing vacancies in the college. Twelve permanent faculty were recruited by UPSC and appointed in the academic year 2017-18. 3.steps are taken to start new departments/programs in the college. In the year 2018-19, the P.G Department of Chemistry was started. The efforts are on to start new programs in the college at the earliest.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year					
Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Conducted Orientation Programme for newly appointed faculty	03/07/2018	Nill	Nill	12
2018	Coordinated the Blood donation Camp conducted on the occasion of Teachers Day	05/08/2018	Nill	Nill	101
2018	Conducted rally on Anti-terrorism on account of 'Rashritya Sankalp Diwas'	31/10/2018	Nill	Nill	120
2018	IQAC coordinated with Nehru Yuva Kendra, Yanam for the conduct of elocution competition on the Theme 'Patriotism and Nation Building'.	08/11/2018	Nill	Nill	26
2019	IQAC in collaboration with Election Department, Yanam conducted Voters Awareness programme for first time voters of the college	25/01/2019	Nill	Nill	85
2019	Conducted Annual Quiz competition	01/02/2019	Nill	Nill	60

	in the college.				
2019	Constituted College Student Council	25/01/2019	Nill	Nill	30
2019	Conducted Quiz competition for science students on the occasion of National Science Day	28/02/2019	Nill	Nill	48

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on Women Rights	08/03/2019	Nill	60	20

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
Environmental Studies was made a compulsory paper for all students in the first year, which give them 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 Petrochemical, Smog, Solid Waste Management their impact on human being and their control measures, Solid Waste Management, and Disaster Management are part of the curriculum. B.Sc Chemistry Main students were also given thorough theoretical-practical training on the Analysis of Important parameters of air and water pollution. Eco club and waste management committees are constituted to increase awareness on environmental issues among the students and community.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	10
Braille Software/facilities	No	Nill
Rest Rooms	Yes	200
Scribes for examination	No	Nill
Special skill development for	No	Nill

| differently abled students | | | | | | | |

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	05/10/2018	90	Study Center	Guidance for the competitive examinations	80
2018	1	Nill	05/08/2018	1	Blood Donation	Created data base for blood donors	101
2019	1	1	17/01/2019	20	Resource persons for aquaculture and fisheries department and farmers	Resource persons for academic and research institutions.	80
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Professional Code of Ethics	02/07/2018	Code of Professional Ethics for teaching faculty published by the UGC on 30th June, 2010 is circulated to all the Faculty members. A copy of the Code is also kept with the Administrative Office for reference.
Student Hand Book	02/07/2018	At the beginning of each academic year, the SRK College handbook is distributed to the members of teaching and non-teaching staff and students. A soft copy of the Handbook is also uploaded on website. Prior to its publication,

the handbook is thoroughly reviewed and periodic changes are regularly done to enhance the relevance of the handbook to its intended stakeholders. A hard copy of the same is kept with the administration office for reference. It contains the code of conduct, rules and regulations to be followed by the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Pondicherry Liberation day	01/11/2018	Nil	86
Workshop on Law and Order	03/10/2018	04/10/2018	100
Voters Awareness Programme	25/01/2019	Nil	74
Awareness Programme on Drug Abuse	18/03/2019	Nil	80
Independence Day Celebrations	15/08/2018	Nil	120
Republic Day Celebrations	26/01/2019	Nil	48

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

1.Initiatives for Water Management and Conservation by Setting up of Rainwater harvesting pits, to conserve rainwater every year. Unique Water channelizing system to reuse for watering Botanical garden within the campus. 2.Initiatives for Energy Management and Conservation by the transition from normal bulbs to power-conserving LED lighting. Use of energy-efficient and rated electrical equipment to conserve energy. Proactive monitoring of lights and fans left switched on. 3.Initiatives for Waste Management -Installation of dustbins. Waste management through proper segregation and disposal of waste. Recycling and reuse of paper waste in the College. Promotion of public transport. 4.Initiatives for generation of awareness towards environmental issues by establishment of Eco-club, waste management committee, and Swatch Bharath committee in the college. 5.Eco-club conducted seminars and lectures on important days like World Wetlands Day(2nd February), Earth Day(22nd April), Environmental Day (5th June).

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Dr. S.R.K. Government Arts College, Yanam Best Practices for the Year 2018-19 Best Practice-1 "Mentoring System" Goal : 1. The College would like to achieve the vision of the institution – that of a life-oriented education. 2. It also would like to improve discipline and human interaction on the campus through

the mentoring system. The Context: The College had earlier class teachers in charge of their respective classes, they were in charge of handing over the examinations progress reports after every exam conducted, wherein, the academic progress of the students was monitored, with not much opportunity to look into the strengths and weaknesses in the personal life of the student and guide him/her. To overcome this problem, the mentoring system was adopted in the College. The students being at a vulnerable age tend to be rebellious (be it with regard to behavior, use of cell phones, attendance, or relationships). The mentor, with constant counseling, helps them to cope with their personal problems. This helps the students to be closer to the teacher in charge. The mentors also strike a balance between the students coming from different strata of society thus creating an environment of self-respect and respect for others. The Practice: Mentorship is assigned to each faculty based on the subject and classes they handle. Each staff member is allotted 30 - 40 students and She/he is a mentor for all the three years of their stay in Dr. S.R.K. Government Arts College at the UG level. The mentor sheets have been designed to make provision to include all academic, co-curricular, and personal details of the candidate including his /her family during the first year of the degree. The mentor helps the student understand the organizational culture. She/he provides guidance on personal issues and guides her/him to choose credit courses offered in the institution. The mentor points out strengths and areas for development in each student. She/he also helps the student to set long-term career goals and short-term learning objectives to enable them to perform effectively. The mentor meets her/his wards regularly. Parents are called for interactive sessions to know how constructively their ward utilizes the time at home. Constructive suggestions are made for the overall development of the student. Sometimes mentors even address the health problems and personal problems of the students. Evidence of Success: ? Mentoring has proved to be the ideal system to have adopted, as tremendous improvements have been seen in the overall performance of the students. ? There is a significant change and marked improvements in the students attendance and attitude. ? High self-esteem, appreciation for oneself, and respect for others. ? The mentorship was highly appreciated by the parents who felt that their children were in safe hands. ? Students felt that they had somebody to turn to in times of trouble. ? Improved discipline and humanizing environment on campus. ? Indiscriminate use of cell phones reduced. Problems encountered 1. Lack of support from the faculty due to academic activity and time constraints. 2. Lukewarm attitude of the parents in responding and interacting with the Teachers. 3. Independent attitude of the students, not interested in making use of the mentoring system. Best Practice-2 'College Study Centre' Goal : ? Providing guidance and resources for the students preparing for competitive examinations. ? To increase the progression profile of the College. Context : ? College is the only center of higher education, imparting Graduate and Post Graduate courses in the region, it takes up the responsibility of providing guidance and resources to the students preparing for competitive examinations for employment and higher education. Practice : ? College with the assistance and support of faculty from all streams of knowledge established a study center, to conduct classes and guidance sessions for the candidates after the college hours in the evening. ? College study Centre started regular guidance class for competitive examination for the Police recruitment examination under the Government of Puducherry. About eight candidates attended and took advantage of the facility. ? Study Centre in collaboration with Mathematics and Physics departments started guiding the students for JAM and entrance examinations to Post-Graduate programs. Evidence of Success: 1. Students guided by the study center started their preparation for various competitive. 2. Study Centre disseminates the information regarding various competitive exams through its WhatsApp group to the students regularly. 3. Study centre guidance enable some student to achieve admission into PG programs of centre Universities and qualified JAAM. Problems: 1. Lack of

Financial Support and grand-in-aid. 2. No facilities for providing study materials, reference books and reading room facilities. 3. It is difficult to sustain the student interest in study centre and preparation without regular employment notification from the government departments. 4. Maintaining faculties continuously to take out time for study center, in addition, to their regular academic activities in the college is a challenge.

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_2018-19.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

INSTITUTIONAL DISTINCTIVENESS (2018 -19) Dr. S.R.K. Government Arts College, Yanam, under the Government of Puducherry is affiliated to Pondicherry Central University. Very few U.G and P.G colleges have an affiliation to Central Universities like ours. At the undergraduate level, the college offers only one subject specialization as Main with some allied papers of one or two semesters duration. Only one main subject specialization is a unique feature of the college, as other colleges in the region are affiliated to Universities in Andhra Pradesh, which follow a common core syllabus consisting of three main papers at U.G level. This unique curriculum of the college at under graduate level enables the students to cover more aspects of the subject extensively. This specialization in one single subject at U.G level give our students a competitive edge over the other college students of the region in pursuing higher education and research in universities. The U.G departments which teach about eighteen papers in single subject, made it possible to have large departments with the not less than four faculty members, which encourage teaching and research in the department. This also helped in development of well equipped labs in all science departments of the college. Single departmental affiliation of the students brings in solidarity between the faculty and students, this facilitated an effective mentoring system in the college.

Provide the weblink of the institution
https://www.srkgacyanam.edu.in/userfiles/instt/Institutional_Distinctiveness_2018-19.pdf

8.Future Plans of Actions for Next Academic Year

Curricular Aspects: • Increase in the number of programs and courses for both undergraduate and postgraduate students. • Enhancing the feedback mechanism Teaching-Learning and Evaluation • Developing and promoting innovation in teaching-learning methodologies • Enhancing the application orientation of the curriculum by incorporating more fieldwork, guest lectures, projects and training-based. Research, Innovations and Extension • Organising international and national seminars/conferences on various relevant themes • Promotion of research opportunities for students faculty members • Organising workshops/symposia for faculty, non-teaching staff and students on a periodic basis. Infrastructure and Learning Resources: Enhancing the teaching-learning infrastructure of the College. Embracing the latest in Library technology. Creation of Departmental Libraries. Student Support and Progression: • Enhancing the role, accuracy and timeliness of information for student support. • Promoting mentoring system in the college. Governance, Leadership and Management • Facilitating greater stakeholder engagement in the decision-making process of the College. • Development of more streamlined MIS-based systems in the College and greater

integration of ICT-based systems. • Institutional Values and Best Practices: • Promotion of inclusiveness and better environmental practices in the College such as greater adoption of Solar Energy, Solid Waste Management and Water Management. • Broadening the horizons and scope of Institutional Social Responsibility. • Incorporating greater value-driven and goal-oriented education pedagogy.