# Yearly Status Report - 2019-2020

| 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.V.Bhaskar Reddy** |
| Designation | **Principal** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **08842324123** |
| Mobile no. | **9440127967** |
| Registered Email | **srkartscollege@gmail.com** |
| Alternate Email | **iqacyanam@gmail.com** |
| Address | **Dr. Sarvapalli Radhakrishanan Government Arts College, 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 | **Dr. T. Prasad Rao** |
| Phone no/Alternate Phone no. | **08842321282** |
| 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%202018-19(1).pdf |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | https://www.srkgacyanam.edu.in/userfiles/Academic%20Calendar%202019-20.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

| | |
|---|---|
| **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 |
| **Conduct of IQAC meeting** | **24-Feb-2020** | **13** |

| | | 1 | |
|---|---|---|---|
| Conduct of IQAC meeting | 05-Aug-2020 1 | 14 | |
| Student induction programme (SIP) for newly admitted students of U.G and P.G | 04-Oct-2019 1 | 150 | |
| Orientation on Quality parameters was conducted to all teaching and non-teaching faculty of the college by IQAC Committee | 13-Feb-2020 1 | 38 | |
| Organised NAAC Sponsored National Workshop Entitled | 27-Feb-2020 2 | 75 | |
| Conducted Gender Audit in College | 02-Dec-2020 5 | 6 | |
| Collected and analysed the feedback from the Students. | 21-Jun-2021 5 | 60 | |
| [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 |
| Nil | Nil | Nil | 2020 0 | 0 |
| No Files Uploaded !!! | | | | |

| | |
|---|---|
| **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** | **No** |

**during the year?**

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

Conducted NAAC orientation workshop to all teaching and nonteaching staff of the college by the IQAC and NAAC committee members on seven criteria's of NAAC assessment process on 13th February 2020.

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.

Organized NAAC sponsored two-day (27th & 28th February 2020) National workshop Entitled 'Quality Assessment, Sustenance & Enhancement - A Journey with NAAC'.

To smoothen the coordination process in the College, the IQAC held periodical meetings/discussions with faculty, non-teaching staff, and students. The objective of such meetings was to appraise the constituent units of the college of the functioning of the IQAC and to enhance the feedback and coordination process.

Collection and validation of APIs and APARs of all faculty members.

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

| Plan of Action | Achivements/Outcomes |
|---|---|
| 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. |
| 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. |
| The proposed to start new Courses namely B.Sc Botany and M.Sc Zoology in the college from the new academic year 2020-21. | Required approval was secured from the Directorate of Higher Education, Govt. Of Puducherry and affiliating Pondicherry University. |
| Encouraging the staff to up take orientation and refresher courses conducted by UGCHRDCs | 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. |
| Development of curriculum planning at institutional, departmental and individual faculty level. | Steps were taken for the preparation and implementation of Annual plan, Departmental plan and individual teaching plans in accordance to Programme and Course outcomes. |
| Introduction of new P.G Programme in Chemistry (M.Sc.- Chemistry) | New programme of M.Sc. - Chemistry was introduced in the College with the intake sanction of 18 Students from the academic year 2019-20. |

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| | |
|---|---|
| **14. Whether AQAR was placed before statutory body ?** | **Yes** |

| Name of Statutory Body | Meeting Date |
|---|---|
| IQAC of the College | 20-Jan-2021 |

| | |
|---|---|
| **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:** | **No** |
| **17. Does the Institution have Management Information System ?** | **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

Syllabus framing of theory and practical courses is structured by Board of Studies (BoS) Pondicherry University, Puducherry. Similarly, for every topic, weight-age of lectures is also duly assigned by BoS. At the college level, in the beginning of the academic session, departmental meetings are held in every department in which syllabus for the academic session are distributed to the teachers; after which the number of 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 Head of the departments. 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 Black board 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 test are conducted and regular assessment in theory and practical classes are done to keep track on the

**improvement of the students. Basing on the performance of the students 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 the 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/entreprene urship | 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 |
|---|---|---|
| MSc | Chemistry | 01/07/2019 |
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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 |
|---|---|---|
| Nill | Nil | Nill |

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 |
|---|---|---|
| Nil | Nill | Nill |
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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| BA | Economics | 32 |
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
|---|---|
| Teachers | No |
| Employers | No |
| Alumni | No |
| Parents | No |

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, Employers, 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 |
| --- | --- | --- | --- | --- |
| BA | Economics | 50 | Nill | 33 |
| BCom | Commerce | 40 | Nill | 40 |
| BSc | Chemistry | 30 | Nill | 16 |
| BSc | Computer Science | 40 | Nill | 16 |
| BSc | Mathematics | 30 | Nill | 21 |
| BSc | Physics | 20 | Nill | 1 |
| BSc | Zoology | 25 | Nill | 13 |
| MA | Economics | 20 | Nill | 12 |
| MCom | Commerce | 20 | Nill | 15 |
| MSc | Chemistry | 18 | Nill | 18 |

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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 |
| --- | --- | --- | --- | --- | --- |
| 2019 | 449 | 60 | 20 | 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 |
|---|---|---|---|---|---|
| 31 | 26 | 3 | 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 a positive role model. 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 allots 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 whenever necessary.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| 509 | 31 | 1:16 |

## 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 |
|---|---|---|---|---|
| 33 | 31 | 2 | Nill | 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 |
|---|---|---|---|

| 2019 | Nil | Nill | NA |
|------|-----|------|-----|
| 2020 | Nil | Nill | NA |

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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 | Economics | VI/III | 25/09/2020 | 14/12/2020 |
| BCom | Commerce | VI/III | 25/09/2020 | 15/12/2020 |
| BSc | Chemistry, Computer Science, Mathematics, Physics, Zoology | VI/III | 30/09/2020 | 18/12/2020 |
| MA | Economics | VI/III | 30/09/2020 | 22/12/2020 |
| MCom | Commerce | VI/III | 30/09/2020 | 22/12/2020 |
| MSc | Chemistry | II/I | 30/09/2020 | 22/12/2020 |

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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 efforts to improve the performance of students by framing significant reforms in continuous internal evaluation. The reforms are as follows: 1. Unit Test / Internal test is 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. 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. The performance of the students is monitored by the principal and the necessary feedback is given to the concerned faculty members.

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 the 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 the examination-related activities. The College Examination Officer prepares the tentative timetable for conducting college internal examinations. It is compulsory for 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 |
|---|---|---|---|---|---|
| Nill | BA | Economics | 31 | 26 | 84 |
| Nill | BCom | Commerce | 29 | 29 | 100 |
| Nill | BSc | Computer Science | 29 | 29 | 100 |
| Nill | BSc | Chemistry | 10 | 10 | 100 |
| Nill | BSc | Physics | 6 | 5 | 83 |
| Nill | BSc | Mathematics | 20 | 20 | 100 |
| Nill | BSc | Zoology | 17 | 17 | 100 |
| Nill | MA | Economics | 7 | 7 | 100 |
| Nill | MCom | Commerce | 9 | 9 | 100 |
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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)

 https://www.srkgacyanam.edu.in/userfiles/feedback/Student_satisfactory_survey_2019-20.pdf  

## 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 |
|---|---|---|---|---|
| Major Projects | 0 | Nil | 0 | 0 |
| Minor | 0 | Nil | 0 | 0 |

| | | | | |
|---|---|---|---|---|
| Projects | | | | |
| Interdisciplinary Projects | 0 | Nil | 0 | 0 |
| Industry sponsored Projects | 0 | Nil | 0 | 0 |
| Projects sponsored by the University | 0 | Nil | 0 | 0 |
| Students Research Projects (Other than compulsory by the University) | 0 | Nil | 0 | 0 |
| International Projects | 0 | Nil | 0 | 0 |
| Total | 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 |
| No file uploaded. | | | | |

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 |
| No file uploaded. | | | | | |

### 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 | 0 |
|---|---|---|---|
| National | Commerce | 2 | 5.2 |
| National | Political Science | 1 | 0 |
| International | Botany | 1 | 0 |
| International | Commerce | 1 | 6.3 |
| National | Computer Science | 1 | 6.02 |
| [View File](#) | | | |

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 |
|---|---|
| Commerce | 2 |
| [View File](#) | |

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 |
| No file uploaded. | | | | | | |

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

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|
| Attended/Seminars/Workshops | 56 | 344 | 19 | 1 |
| Presented papers | 2 | Nill | Nill | Nill |
| Resource persons | Nill | 2 | Nill | Nill |
| [View File](#) | | | | |

## 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 |
|---|---|---|---|
| Discussion on Union Budget | Department of Economics, Dr.SRK | 4 | 60 |

| | | | |
|---|---|---|---|
| (2019-20) | Govt. Arts College, Yanam | | |
| Conduct of Essay Writing and Lyric writing competition on account of Students Day Celebration | Department of Telugu, Dr.SRK Govt. Arts College, Yanam. | 8 | 80 |
| Fit India Movement Students rally on the occasion of National Sports Day | Physical Education Department, Dr.SRK Govt. Arts College, Yanam. | 10 | 150 |
| Seminar on Comparison of Tamil-Telugu Short Stories | Telugu Department in Collaboration with Sahitya Academy, New Delhi. | 4 | 120 |
| Career motivational workshop by Narender Kumar Kar | Career Counselling and Placement Cell in collaboration with Airman selection centre, Secunderabad | 6 | 80 |
| Motivational lecture | Career Counselling and Placement Cell in collaboration with L.G office, Puducherry. | 6 | 130 |
| Lecture on Science of Health by Dr.Gowri Shankar. | Physical Education Department of the College | 6 | 120 |
| Essay writing, elocution and drawing Competition | Women cell in association with Taluk Legal Service Committee, Yanam | 6 | 48 |
| Awareness Programme on HIV AIDS | Red Ribbon Club of College in association with AIDS Control Society, Yanam | 4 | 112 |
| Invitational talk on Personality Development by Dr. Rachana Singh, IPS | Career Guidance Cell, Dr. SRK Arts College in association with Yanam Police | 8 | 80 |
| | View File View File | | |

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 |  |

| No file uploaded. |
| --- |

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 |
| --- | --- | --- | --- | --- |
| AIDS Awareness Programme | Red Ribbon Club in association with AIDS Control Society, Yanam | AIDS Awareness | 4 | 112 |
| Declamation Contest | Nehru Yuva Kendra, Yanam | Elocution Competition | 3 | 24 |

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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 | Nil | Nil | 0 |

| No file uploaded. |
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
| --- | --- | --- | --- | --- | --- |
| Nil | Nil | Nil | Nill | Nill | 0 |

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

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

| No file uploaded. |
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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 |
| --- | --- |
| 82.19 | 46.8 |

**4.1.2 – Details of augmentation in infrastructure facilities during the year**

| Facilities | Existing or Newly Added |
|---|---|
| **Campus Area** | **Existing** |
| **Class rooms** | **Existing** |
| **Laboratories** | **Existing** |
| **Seminar Halls** | **Existing** |
| **Classrooms with LCD facilities** | **Existing** |
| **Seminar halls with ICT facilities** | **Existing** |
| **Video Centre** | **Existing** |
| **Seminar halls with ICT facilities** | **Existing** |
| **Video Centre** | **Existing** |
| **Classrooms with Wi-Fi OR LAN** | **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 |
|---|---|---|---|
| **Nill** | **Partially** | **Nill** | **2015** |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| **Reference 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/ | Others |
|---|---|---|---|---|---|---|---|---|---|

| | | | | | | | | GBPS) | |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 62 | 28 | 0 | 1 | 1 | 6 | 28 | 0 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 62 | 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 | Nill |

## 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 |
|---|---|---|---|
| 16.25 | 9.53 | 30.1 | 1.51 |

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 fulfill 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 timetable Committee, General Purchase/Procurement Committee, Library Committee, cultural committee, sports committee,etc. 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, sweeper and gardener. 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 utilization of facilities: The decisions in respect to the proposals for initiating new programs 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, remodeling, 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.

https://www.srkgacyanam.edu.in/userfiles/pandp/Policies_and_Procedures_2019-20.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 | Adi-Dravida welfare scholarship | 73 | 182010 |
| Financial Support from Other Sources |  |  |  |
| a) National | Central scholarships for college and University Students | 5 | 50000 |
| b)International | Nil | Nill | 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 implemetation | Number of students enrolled | Agencies involved |
| --- | --- | --- | --- |
| Remedial coaching | Nill | 20 | Department of Mathematics |
| Remedial coaching | Nill | 49 | Department of Computer Science |
| No file uploaded. | | | |

### 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 |
| --- | --- | --- | --- | --- | --- |
| 2019 | Study Center | 12 | Nill | 2 | 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 | 10 | 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 higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|------|------|------|------|------|------|
| 2020 | 1 | B.Sc | Zoology | KMCPGS,Pondicherry | M.Sc Zoology |
| 2020 | 7 | B.Sc | Chemistry | KMCPGS,Pondicherry (01), Dr.S.R.KGAC, Yanam (06) | M.Sc Chemistry |
| 2020 | 9 | B.Com | Commerce | Dr.SRKGAC, Yanam | M.Com |
| 2020 | 20 | B.Sc | Computer Science | Pondicherry University, Puducherry (02),Pondicherry EnggineeringCollege, Puducherry (04),Aditya PG College, KKD(04)KIET, Koringa, AP(12) | MCA |
| 2020 | 5 | B.Sc | Mathematics | KMCPGS, Puducherry (1), Adikavi Nannaya University, Rajamandry, A.P(1) | M.Sc Mathematics |
| 2020 | 1 | B.Sc | Mathematics | KIET, Koringa, AP | MBA |
| 2020 | 1 | B.Sc | Mathematics | KIET, Koringa, AP | MCA |
| 2020 | 1 | B.Sc | Mathematics | S K B R College, Amalapuram | B.Ed |
| 2020 | 11 | B.A | Economics | Dr.SRKGAC, Yanam | M.A Economics |
| 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 |
|-------|------|
| Any Other | 2 |

| | No file uploaded. | |
|---|---|---|

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

| Activity | Level | Number of Participants |
|---|---|---|
| Junior Athletics Championship-2019 | Zonal level | 2 |
| Senior Athletics Championship, 2019 | State level | 1 |
| Senior Athletics Championship (5000mts) | State level | 1 |
| Cross-Country race | Inter-collegiate level | 3 |
| Hockey tournament | Inter-collegiate level | 3 |
| Hockey tournament | Zonal level | 2 |
| Volley Ball | Inter-collegiate level | 2 |
| Power-lifting (Men) | Inter-collegiate level | 4 |
| Power-lifting (Women) | Inter-collegiate level | 4 |
| Elecution Competitions on National Integration | Institutional level | 18 |
| [View File](#) | | |

## 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 |
|---|---|---|---|---|---|---|
| 2020 | Senior National Athletics Camp, | National | 2 | Nill | Nill | Nilima and Sathru gnudu |
| 2020 | Junior National Basketball Tournament , | National | 1 | Nill | Nill | G.Prasad |
| 2020 | National Junior Athletics Championsh ip | National | 3 | Nill | Nill | Neelima, Sathrugnud u, Vamsi |
| 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, consisting 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 departments, committees, and clubs in the college and ensures maximum participation of 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 :

0

# 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 drama club, women's Cell, 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 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 |
|---|---|
| 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, centralised 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 webpage was created to ensure greater convenience and information dissemination to the applicants |
| Industry Interaction / Collaboration | College organise 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 |
| 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. |
| Library, ICT and Physical Infrastructure / Instrumentation | The quality improvement strategies for Library aim at constant improvement and development of library services through updation 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. Science department are well equipped with advanced instruments as per need of the curriculum. |
| 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. College organised talk on 'Building up Developed India- Role of Young Generation through Innovative Research' by Dr.G. Bhagavan Narayana, Ex-Director, IIIT, R.K Valley to promote interest among the our students towards research. |
| 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. |
| | Teaching and Learning | At Dr.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 amongst 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-dimensionality 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 amongst 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. |
|---|---|
| Curriculum Development | As an affiliated college of the Pondicherry University, the Institution implements the Choice Based Credit Scheme (CBCS) of academic 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. |

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

| E-governace area | Details |
|---|---|
| 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 | 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 | 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 | 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 | 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 |
|---|---|---|---|---|
| 2020 | Nil | Nil | Nil | Nill |
| 2019 | 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) |
|---|---|---|---|---|---|---|
| 2020 | NAAC AA process | NAAC AA Process | 27/02/2020 | 28/02/2020 | 38 | 5 |
| 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 |
|---|---|---|---|---|
| Orientation Programme | 2 | 23/09/2019 | 12/10/2019 | 28 |
| Orientation Programme | 5 | 20/11/2019 | 10/12/2019 | 28 |
| Refresher Course | 1 | 09/11/2020 | 23/11/2020 | 14 |

| Refresher Course | 2 | 10/02/2020 | 22/02/2020 | 18 |
|---|---|---|---|---|

No file uploaded.

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 |
|---|---|---|
| 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-teach staff employees are members of the Cooperative society, Yanam and Puducherry. The college extends support by allowing deductionsthrough 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. | Students are provided with financial support in the form of Social Welfare scholarship by Adi-Dravida welfare society to backward class students. Students are facilitate to apply for various scholarships under 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)

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. The internal financial audit will be carried out by a team of Audit members from the Govt. of Puducherry for the funds granted utilized from the Govtfunding also for the amounts granted from the other sources such as UGC, RUSA. External audit will be 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 | NA |

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 | Inter-departmental |
| 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.

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

The College proactively promotes the growth and development of its support staff. 1.Staff are encouraged and placed on duty for attending and presenting research papers in national and international workshops, seminars, conferences and symposiums. 2.The College has supported the faculty to undertake regular programmes to enhance the job skills, efficiency and productivity by attending Orientation, Refresher and Faculty Development Programmes offered by various organisations and institutions. 3. College encourages the staff to conduct various programmes for the professional and academic development of its members

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

1) Renovation of Chemistry Laboratory, Administrative Block, and Ladies washrooms, Commerce Faculty room, Renovation of Seminar Halls and installation of four Air Conditioners, LCD screen, TV, Audio Systems a projector. 2) New P.G Programme in Chemistry is started in the college in a process of extending academic activities in the college. 3) Constituted College student Council for the academic year 2018-19 and 2019-20, in order to make them partners in activities of the college.

**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 |
|---|---|---|---|---|---|
| 2019 | Annual Meeting of Parent-Teacher Association | 25/07/2019 | 25/07/2019 | Nill | 48 |
| 2019 | Student Induction Programme | 18/10/2019 | 14/10/2019 | 25/10/2019 | 120 |
| 2019 | Inauguration | 29/11/2019 | 29/11/2019 | Nill | 120 |

| 2020 | Coordinated State level sports and cultural fest at Puducherry | 12/02/2020 | 18/02/2020 | Nill | 150 |
|-------|------|------|------|------|------|
| 2020 | Orientation on NAAC Accreditation and Assessment to all teaching and non-teaching staff | 13/02/2020 | 13/02/2020 | Nill | 38 |
| 2020 | NAAC sponsored two day National Work-shop | 27/02/2020 | 27/02/2020 | 28/02/2020 | 75 |
| 2020 | Inauguration of New Academic and Administrative block | 06/01/2020 | 06/01/2020 | Nill | 200 |
| **No file uploaded.** | | | | | |

## 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 |
| Celebration of International Women Day | 06/03/2020 | 06/03/2020 | 70 | 10 |
| Motivational Lecture for girl students by Dr. Rachana Singh, IPS | 24/07/2019 | 24/07/2019 | 60 | 6 |
| Interaction with Dr. Kiran Bedi, L.G, Puducherry | 07/02/2020 | 07/02/2020 | 160 | 10 |

| Girls participation in State Sports and Cultural Fest at Puducherry | 17/02/2020 | 21/02/2020 | 65 | 75 |
|---|---|---|---|---|

## 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 semester, which give them awareness on air, water, soil, Noise, and Radio-active pollution their impact on Human beings, animals, and climate and their control. Green House Effect, Ozone Layer Depletion, Acid raining, and Petrochem Solid Waste Management, their impact on human being and their control. Solid Waste Management and Disaster Management are part of the curriculum. Chemistry Main students were also given thorough theoretical-practical Analysis of Important parameters of air and water pollution. Eco-club and waste management committees are constituted in the college to increase awareness of the 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 | Nill |
| Braille Software/facilities | No | Nill |
| Rest Rooms | Yes | 200 |
| Scribes for examination | No | Nill |
| Special skill development for differently abled students | No | Nill |

## 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 |
|---|---|---|---|---|---|---|---|
| 2019 | 1 | Nill | 08/07/2019 | Nill | Study Center | Guidance for compe tative ex amination s | 6 |
| 2019 | 1 | Nill | 15/07/2019 | 180 | Resource person on aquacultu | Teaching and guidance | 2 |

| | | | | | re | to aquaculture practices | |
|---|---|---|---|---|---|---|---|

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

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| UGC Code of Professional Ethics | 08/07/2019 | Code of Professional Ethics for teaching faculty by the UGC on 30th June, 2010 is circulated to all the Faculty members. A copy of the Code is also kept Administrative Office for reference. |
| Student Hand book | 08/07/2019 | At the beginning of each academic year, the Student handbook is distributed to the members of teach teaching staff and students. A soft copy of the student handbook is also uploaded on website. Prior to its publication, 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. the code of conduct, rules and regulations to followed by the students. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| Organised Gandhi Darshan exhibition of 250 Gandhi Photos, Books on Gandhi and lectures on Gandhian Philosophy and ideas | 01/10/2019 | 02/10/2019 | 450 |
| Republic Day Celebrations | 26/01/2020 | 26/01/2020 | 60 |
| Pondicherry Liberation day | 01/11/2020 | 01/11/2020 | 20 |
| Independence Day | 26/08/2020 | Nil | 80 |

| Voters Awareness Programme | 24/01/2020 | 24/01/2020 | 75 |
|---|---|---|---|
| No file uploaded. | | | |

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

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. 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. 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. Initiatives for generation of awareness towards environmental issues by establishment of Eco-club, waste management committee, and Swatch Bharath committee in the college. 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

1. Preparation of Term Teaching Plan Goal : The aim of preparing a term-wise teaching plan to ensure that the entire syllabus is Spread uniformly over the session. Enable the Heads of the various departments and college management to keep a check on the adherence to the plans. Context: Planning of academic activities help in the distribution of workload among the teaching faculty member of the department. Planning enables effective use of time and material for the teaching activities. Practice: The academic session commences in the month of July every year. The session is divided into two terms: July to December and January to May. The staff members have to fill the teaching plan in the beginning of the session and details of the topics / units to be covered in each of the two terms so that there is a uniform distribution of the syllabus over the entire session. The heads of various departments are directed to keep a check on the adherence to the plan. At the end of the term, the staff members are required to submit the topics actually covered to date to the Head of the department. This is then matched with the originally submitted plan. Rectification steps are taken if required. Evidence Teaching plans were prepared by all the faculty members in consultation with of other members of the department, bring about coordination among them. Success: Faculty members through the process of planning were able to prepare for the classes in advance and make teaching-learning process more effective The faculty was able to complete the syllabus in time, well before the semester examinations. The conduct of internal evaluation for twenty-five percent became effective with uniform planning. Problems encountered and Resources required : 1. There was no notable challenging issue in designing a term-wise plan apart from a little resistance in implementation which itself was removed through open talks explaining the advantage of the same to the staff members. 2. Implementation sometimes became difficult due to unpredicted disturbance, which cut down the teaching hours and adoption of an alternative methods of teaching due to covid lockdown in the latter part of the academic year. 2. Departmental interactions with IQAC and its impact. 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 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 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 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. • 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 and Resources require a lack of support from the faculty due to academic activity and time constraints. The lukewarm attitude of the parents in responding and interacting with the Teachers. Independent attitude of the students, not interested in making use of the mentoring system.

| 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_2019-20.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

Dr. Sarvepalli Radhkrishnan Government Arts College. INSTITUTIONAL DISTINCTIVENESS (2019 -20) Dr. S.R.K. Govt. Arts College, Yanam, strives to empower the students not only in academics but also encourage them to participate in Co-Curricular Activities (CCA), Extra Curricular Activities (ECA) which help them to enhance their all-rounded personality. Special attention is given to sports and games. The students are encouraged and supported by the college to participate in sports activities at the university and national levels to nurture their talents. In order to support and assist the students in the arena of sports and games, the college maintains a well-equipped gymnasium and sports room in the college. The college shares a spacious playground with the neighborhood schools in the complex for sporting

activities. College management had developed its sporting facility with the support of the Sports Authority of India (SAI) over its playing grounds. The facility includes international Indoor stadiums, a swimming pool, two indoor gymnasiums, and playgrounds for basketball, volleyball, badminton courts, cricket net practice courts, and running track. The college encourages admission of players residing in the SAI hostel, as a token of encouragement to sportsmen and women. The college takes pride in supporting students representing Senior National Athletics Championship, National Junior Athletics Championship, South Zone Athletics Championship, State Senior Athletics Championship, Junior National Basketball team, South Zone Hockey team, South Zone inter-university football team, and participated in inter-university and inter-college tournaments and brought laurels to the college and Yanam.

| Provide the weblink of the institution |
|---|
| https://www.srkgacyanam.edu.in/userfiles/instt/Institutional_Distinctiveness_2019-20.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 • Organizing 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 sciences. 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.