

# The Annual Quality Assurance Report (AQAR) of the IQAC (2014-2015)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

## Part – A

### I. Details of the Institution

1.1 Name of the Institution	Dr S. R. K. Govt. Arts. College, Yanam-
1.2 Address Line 1	Dr Sarvepalli Radhakrishnan Government Arts College
Address Line 2	Draksharama Road, Pillaraya Street, Yanam, Pondicherry
City/Town	Yanam/ Pondicherry
State	Pondicherry State
Pin Code	533464
Institution e-mail address	srkartcollege@gmail.com
Contact Nos.	0884-2324123
Name of the Head of the Institution:	Dr R. SUNDARAM
Tel. No. with STD Code:	0884-2324123
Mobile:	09443790337

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+		2005	2010
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC  
(for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR \_\_\_\_\_ 2010-11 \_\_\_\_\_
- ii. AQAR \_\_\_\_\_ 2011-12 \_\_\_\_\_
- iii. AQAR \_\_\_\_\_ 2012-13 \_\_\_\_\_
- iv. AQAR \_\_\_\_\_ 2013-14 \_\_\_\_\_ (19/03/2015)
- v. AQAR \_\_\_\_\_ 2014-15 \_\_\_\_\_ (being submitted)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women   
Urban  Rural  Tribal

Financial Status Grant-in-aid  Govt  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

PONDICHERRY UNIVERSITY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

UGC, NEW DELHI

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held :

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
As per the Action plan	Almost achieved

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	02	Nil	Nil	Nil
UG	07	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	02	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
<b>Total</b>	09	02	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

##### 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, New syllabi were implemented in Maths department. The current syllabus is more useful/

##### 1.5 Any new Department/Centre introduced during the year. If yes, give details.

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	25	13	12	--	--

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	---	07	--	--					--	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	26	02
Presented	01	07	02
Resource Persons	Nil	02	Nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Audio-Visual, Internet resources based teaching, and LCD Power Point presentation, use of Smart board & interactive board, TV etc.

2.7 Total No. of actual teaching days during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

### 2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	399	10	20	30	35	85
PG	17	5	10	30	40	80

### 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Interaction with each department students and staff

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefited</i>
Refresher courses	05
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	08
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	10
Others: National Seminar on Human Rights & ICT	All

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	---	---	01
Technical Staff	---	---	---	---

## Criterion – III

### 3. Research, Consultancy and Extension



### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Staff members are intimated regularly regarding seminar/ conference, ICT program through circular, phone, email, and are encouraged to attend the same on duty with TA facility. Each faculty has been asked to apply for minor/major research projects,

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	01	Nil	01
Outlay in Rs. Lakhs	Nil	01	Nil	0.2

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	09	21	05
Non-Peer Review Journals	Nil	25	05
e-Journals	Nil	35	02
Conference proceedings	10	26	02

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	05	DST, New Delhi	200000	120000
Any other(Specify)				
Total	05		200000	120000

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: NA

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges  
 Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences/seminar  
 organized by the Institution

Level	International	National	State	University	College
Number		01			08
Sponsoring agencies		UGC DST			UGC/ IQAC

3.12 No. of faculty served as experts, chairpersons or resource persons: 03

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

04

05

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level 100  
National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level 25  
National level 47 International level nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil  
National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level 01  
National level Nil International level Nil

### 3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Cleaning program in the college goes on extensively. Social awareness meeting was held along with essay writing on such topics. Local study tour was organised by some departments. Blood donation camp, Awareness program on HIV/ AIDS, Orientation program for NSS volunteers of the college, NSS camp for a day on Life Skill Strategy & Management, FDP/ ICT program for faculty staff was conducted, adopting Farampeta village as a cleaning model

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing Sq. Mtrs	Newly created	Source of Fund	Total
Campus area	5640	Nil	Nil	Nil
Class rooms	600	Nil	Nil	Nil
Laboratories	3200	Nil	Nil	Nil
Seminar Halls	Nil	780 sq m	UGC	01
No. of important equipments purchased ( 1-0 lakh) during the current year.	Nil	Nil		Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	45	22.5	UGC	67.5
Others				

#### 4.2 Computerization of administration and library

Computerization of centralised admission; computerisation of library is in process. Central & departmental libraries were provided with internet facility, barcode reader etc. Departmental library has been computerised.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25028	2736809	4532	1135706	29560	3872515
Reference Books						
Journals	40	120540/ Year	--	--		
e-Books	80409	Rs. 5000/ Sem	--	---	---	--
e-Journals	3828		---	---	---	--
Digital Database	---	--	---	---	---	---
CD & Video	---	--	---	---	---	---
Others (specify)	--	--	---	---	---	---

#### 4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	15	2	7	7	---	1	7	
Added	31	0	4	4	---	0	0	
Total	46	2	11	11	---	1	7	

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

e-Literacy program was conducted for all the faculty members, internet access is provided to the students and the staff of this college including the office staff. Faculty Development program was conducted.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

0.7

ii) Campus Infrastructure and facilities

0.8

iii) Equipments

1.2

iv) Others

1.5

**Total :**

4.2

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Apart from academic program, Cleanliness, awareness program on health & hygiene, environmental awareness, Human rights program.

#### 5.2 Efforts made by the institution for tracking the progression

Weekly departmental seminars involving students and staff are organised. Open discussion with faculty members in the presence of students with different departments highlights the merits/drawback; departmental activity is added on regular basis.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
397	04	nil	Nil

#### (b) No. of students outside the state

07

#### (c) No. of international students

nil

#### (d) Men

No	%
206	51.4

#### Women

No	%
195	48.6

Last Year-2013-14						This Year-2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
134	61	-	197	01	393	131	73	--	195	02	401

Demand ratio 485/401

Dropout % 4.5/-

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Special classes are held exclusively for SC/ ST, OBC (non-creamy layer) and minority students. Departmental seminars also help them in preparing for regular courses as well as various competitive examinations.

#### No. of student beneficiaries

140

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Several counselling cum guidance programs were held periodically for the students mainly on skill development/ communication skill. These skills help them a lot for their higher studies& fetching jobs in Government/ private sectors.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
---	---	---	12

5.8 Details of gender sensitization programmes

Awareness program on Human Rights was organized by the college with main theme as “boys and girls are equal in status in all respects; no difference between them at all”.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	Nil	Nil
Financial support from government	35	21000
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

To provide qualitative education for human excellence through innovative, interactive teaching-learning; provide good administration; encourage students for active participation in seminar , debate/ discussions, sports and games; provide good infrastructure like well equipped laboratories and class rooms etc.

6.2 Does the Institution have a management Information System

Yes, it has internal management system that solves students / staff problems.



### 6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

Curriculum development is done regularly by the University and senior faculty from the departments are members of the Board of Studies.

#### 6.3.2 Teaching and Learning

Interactive teaching-learning method using audio- visual & other teaching aids

#### 6.3.3 Examination and Evaluation

Internal / departmental examination is conducted, apart from university examination, periodically

#### 6.3.4 Research and Development

Research committee has been constituted with the principal as the chairman of the committee, and some senior faculty members with Ph.D. as members. Teachers are encouraged to do research & get research minor / major projects.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is under computerisation process, ICT program is conducted periodically , each department gets some new equipments every year through Govt. and UGC funds. Instrumentation lab is available

#### 6.3.6 Human Resource Management

Some H R people are invited to deliver lectures for our students / staff to encourage them

#### 6.3.7 Faculty and Staff recruitment

Teaching staff are appointed by the UPSC.

#### 6.3.8 Industry Interaction / Collaboration

Students are taken for industrial/ study tour. Some faculty from other institutions are invited to deliver lectures for our students and staff.

6.3.9 Admission of Students

Admission committee consisting of all the departmental heads is made as members, chaired by the principal. Admission criteria as prescribed by the Govt. is followed strictly

6.4 Welfare schemes for

Teaching staff	By the Government
Non teaching staff	By the Government
Students	Regular schemes by the Govt./UGC

6.5 Total corpus fund generated 

6.6 Whether annual financial audit has been done    Yes     No

6.7 Whether Academic and Administrative Audit (AAA) has been done? Yes

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Principal
Administrative	Yes	Audit People	Yes	Principal

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes    Yes     No

For PG Programmes    Yes     No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Examinations are conducted in a free and fair way; Observers are also posted during every examination by the University.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Nothing specific

#### 6.11 Activities and support from the Alumni Association

The Alumni association meets once in a year and enlightens the students in terms of knowledge and communication skill, and provides some assistance also for the engagement of classes etc.

#### 6.12 Activities and support from the Parent – Teacher Association

Parents are called by the faculty members for the benefit of their wards. Parent – Teacher association meeting was also held every semester.

#### 6.13 Development programmes for support staff

Some awareness programs were conducted for them to make them aware of their rights (human) and privileges provided by the Govt. Some Bank accounts were also opened for faculty and students.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

Old plants were preserved and a few new ones were planted after cleaning the campus.

### **Criterion – VII**

#### **7. Innovations and Best Practices**

##### 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The institution is provided with facilities like audio visual interactive teaching, learning and valuation; exposure to the students and the staff to state, national & international level seminars, conferences/ workshops, to encourage students & teachers for various skilled communication & training programs.

##### 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Good drinking water facility to the students and staff; improvement to the laboratories, the seminar hall and college office, conducting regular seminars/ conferences. Faculty development program conducted by ICT dept.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- (i) Audio Visual interactive teaching with different teaching aids.
- (ii) Procurement of good number of books and journals. As the post of Librarian has been vacant for many years, books are purchased for the Dept libraries. This benefits students more

7.4 Contribution to environmental awareness / protection

Some environmental awareness programs were conducted -- exclusively to avoid using plastic bags and chemicals running through drainage to the river. Cleaning our campus regularly is our task along with addition of some new plants

7.5 Whether environmental audit was conducted? Yes  No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The college is located in the area of 24,220 sq m of land in mid town of Yanam, well equipped with lab facilities in the departments of computer science, chemistry and physics, 25000 books in the library; well equipped departmental library, well developed sprinting grounds, full fledged Gymnasium, a four lane track field, a reverse osmosis water plants to provide safe drinking water to the students and staff, legal cell started by the Govt. of Puducherry.

## 8. Plans of institution for next year

Establishing a Language Lab is the first priority, to complete the automation of the central library ,to provide a generator for the college, to pursue our efforts to get a Librarian and a Director of Physical Education, a few technical staff for the college such as electronic and computer technicians, to get a cycle/ motorcycle parking stand in front of our college premises, invite some company for the purpose of our students employment.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)see Annexure-II*

Name: Dr Dhaneshwar Prasad

Name: Dr R. Sundaram

\_\_\_\_\_  
Signature of the Coordinator, IQAC

\_\_\_\_\_  
Signature of the Chairperson, IQAC

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**Annexure I:**

1. Audio visual teaching with different teaching aids	Enhancement of lab facility
2. Feed back from the students collected	Computerisation of student attendance
3. Procurement of new books and journal	Computerisation of faculty profile

**ANNEXURE: II**

<b>Action Plan for the year 2013-2014</b>	<b>Completeness of the plan</b>
1. To establish Language Laboratory	Yet to be achieved
2. To modernize and upgrade the website with institutional information - for connectivity.	Achieved
3. To organize the seminars/work-shops/conferences.	National seminar and Departmental seminars were organised
4. Examinations are to be conducted in time	The controller of examination has initiated this matter.
5. To modernize and synchronise central library with Departmental Library for easy access to students.	Efforts are still on
6. To renew the Departmental Associations like Science, Arts and Commerce Associations.	Achieved
7. To submit proposals to the government to take necessary steps for recruiting teaching staff against vacant posts.	Proposals have been submitted by the Govt. to the UPSC
8. To seek approval for enhancing the student strength from the Pondicherry University for meeting the increasing demand from the students in various disciplines.	Enhancement of seats has been done
9. To submit proposal to PWD to provide drinking water facility.	Drinking water facility is fully provided to all the departments and the office
10. To upgrade the Parent–Teacher Association.	Up gradation is in process
11. To upgrade the Alumni Association.	Upgraded
12. To computerize the Students` attendance and year wise pass percentage.	Computerisation of students attendance is done.