EXECUTIVE SUMMARY WITH SWOC ANALYSIS

Arignar Anna Government Arts and Science College, Karaikal, a pioneering academic institution, was established on 14th July 1967 in Karaikal, Union Territory of Puducherry. The college was started to fulfill a long felt need of the people in the area to have an institution of imparting higher education to their off-spring. The overarching mission of the institution is to strive for excellence in our academic and social pursuits upon which the 47 year old foundation and faith of our college lies. Our vision is to lead and guide our students in their path of success and progress set on prosperity and posterity. The college continues to be guided by these ideals. Our college is a co-educational institution affiliated to Pondicherry University and recognized by the UGC under sections 2(f) and 12(B). This college offers 13 undergraduate and postgraduate programmes. The current students' strength is 652. 45% of the students are girls. Around 30% of our students belong to SC and 60% belong to OBC .This institution has a low dropout rate. Its infrastructure is sound. The library resources, in the forms of books, journals etc are enormous. Department of Science and the Department of Computer Science laboratories are well equipped. The college has given importance to every Institutional Social Responsibility activity organized by the NSS, NCC and Social Work Department. This institution promotes eco-conscious activities for the staff and the students. The staff is encouraged to take up research projects and research publications and they are also motivated to organize national seminars / conferences.

CRITERION I-CURRICULAR

Courses Offered

Sl. No.	Programme Level	Name	Duration	Medium of Instruction
1	UG	B.A. Tamil	3 years	Tamil
2		B.A. Economics		English
3		B.Com		
4		B.Sc - Physics		
5		B.Sc – Chemistry		
6		B.Sc – Mathematics		

7		B.Sc - Computer science		
8		B.Sc – Zoology		
9		M.A.Tamil		
10		M.A. Economics		
11		M.Com	English	
12		M.P.A		
13		M.S.W		

UGC Sponsored Add-on Courses

The institution at present offers the following UGC sponsored certificate courses to students in order to make them more skill oriented and job oriented.

1. Certificate Course in Human Rights
2. Certificate Course in Mass Communication
3. Certificate Course in Computer Hardware Maintenance
4. Certificate Course in Disaster Management.

Coaching Classes For Competitive Examinations And Remedial Classes For Slow Learners

Global employment market demands communicative competency which is imparted to the students. This college creates the opportunity for the students to attend UGC sponsored coaching classes for NET / SLET, coaching classes for competitive examinations and remedial classes along with their regular curriculum after considering the needs of industry/corporate / service sector.

Student Enrichment Programmes

The expertise of the external experts is used to supplement the students' learning. Conducting student enrichment programmes throughout the academic year is made mandatory by the institution.

Curriculum Design And Feed Back

The institution is a meeting place for curriculum designers, developers, implementers, practioners, academic peers, employers and community at large. The feedback from all these diverse social entities is properly added and follow up is also initiated by the institution.

Feedback obtained from outgoing students also covers the efficacy of the syllabus with respect to career requirements. These comments are formulated and presented to the Board of Studies for curriculum formation. Thus, our teachers on the Board of Studies in different disciplines have been active in positively impacting curriculum designing and syllabus revision in tune with feedback of the stake holders. The changing requirement is also presented to the inspection committee of the University during its annual visit for the grant of affiliation to the courses.

CRITERION II: TEACHING - LEARNING AND EVALUATION

Admission Policy

The admission committee is the main mechanism in the institution to review the admission process and student profiles annually. The college adheres to the direction of the Government and the University with respect to admission. Once admission is over, the university approves the admission of candidates after verifying original mark sheets. The admission committee is involved in the entire process. The admission committee also contributes its bit in directing the students for getting scholarships, hostel accommodation in Govt. Hostels for SC/OBC/Minority/Physically Challenged students.

Government Reservation Policy is followed and the admission criteria of the Pondicherry University are complied. As a Govt. College it always depends upon the higher authority to take any policy decision. Reservation to the disadvantaged community, different categories of persons with disabilities and sportspersons are in vogue. For the first time, the admission committee took efforts to change the existing brochure to suit the interest of the stakeholders.

Tutorial System And Value Education

Tutorial effort is made to motivate and energize those who exhibit deficient skills. In extreme instances, even suggestions and advice for reorientation are provided to the students. Remedial exercises are assigned by the class teacher to those who are found to lag behind. The students could also attend UGC sponsored remedial classes run by the college. Each class of the major three departments of Commerce, Tamil and Economics has been assigned to a male /female staff to address the weaknesses and strengths of the students.

The institution sensitizes the students by organizing NSS and NCC programmes on themes such as gender inclusion, environment etc. The institution has celebrated the year long celebration of Swami Vivekananda's 150th anniversary to cherish the ideal of brotherhood and to imbibe ethical and moral values by way of organizing series of programmes.

Advanced Learners And Slow Learners

Advanced learners are identified on two-fold criteria of responses in the class room as well as in the performance in the examinations. These students interact more often and freely with the teachers.

Most of the students admitted in this college have studied in Tamil medium schools. These schools are rural based. These students score low marks in HSC. Most of them are the children of disadvantaged, and marginalized. Lack of confidence, motivation and indifferent attitudes are the features of these students. They are at the risk of drop out. Here, the role of teacher is to accomplish the noble task of reshaping them. In order to retain them, Tamil language usage has become indispensible in the class room teaching. It is noted that dropout rate is very low in this college, thanks to the efforts of teachers.

Teacher Quality

This college has 17 staff members with doctoral degrees. Out of 50 staff members, 10 staff members are doing Ph.D. The staff members continue to involve in research activities, keep updating themselves with the latest information in their discipline by organizing, participating and presenting papers in conferences, seminars and workshops.

No. of posts sanctioned	No. of posts filled up	No. of posts vacant
80	52	28

The Govt. of Puducherry is expected to fill up the vacancy through transfers and also by recruitment through UPSC.

Teaching And Learning Methods And Feedback

Information technology-assisted teaching and subject updating through interaction with experts in the field as invited talks are some of approaches used for improved teaching.

The feedback obtained from the students and alumni is available. It helps the institution to identify the reasons as to why the outcome of learning in some cases ends in an unsatisfactory note / failures. On identifying those reasons, the institution takes remedial measures to make the outcomes successful in all cases.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

Research activities

The college has a research committee to encourage and support the teaching staff to take up research projects. Principal and the senior doctorate faculty are the members of the committee. Since the institution has not been acknowledged as a research centre in any of the disciplines, works on these lines have been motivational than formal. All science programs have only under graduation. M.A Economics, M.A. Tamil, M.Com, Master of Social Work, and Mater of Public Administration are the five PG courses offered by the institution. As a part of PG curriculum, all the teachers are required to guide students in the execution of project work / dissertation.

The institution has its own latent position of the strength in terms of competent workforce, convertible infrastructure space and elaborates library facilities to conduct research oriented courses like M.Phil. The college is also requesting the Government to start research courses. Our staff members are actively engaged in research work. During the last four years, 65 articles were published in peer reviewed articles in national journals and 45 articles in international journals. 5 books and 32 chapters in books were published. One major and one minor project of UGC have been completed and there are three ongoing UGC minor projects. Being a Govt. college it cannot formulate its structured consultancy policy without Government orders, even though there are broad areas available for consultancy

Extension Activities

NCC, NSS, Red Ribbon Club and Social work department are actively functioning for promoting extension activities and ISR through students'

involvement in community development programmes and special camps. The active involvement of the students in NSS and NCC activities shows that the students are imbibing good qualities making them good citizens

Stakeholders And Feedback

The institution identifies three major categories of stakeholders.
1. The students and parents
2. The University to which the college is affiliated
3. Major industrial organizations which permit the students for field work.

Consultations are carried out with them. Suggestions and demands are solicited. The same are presented to the Government to fulfill. Feedback from the students, alumni and other stakeholders are analyzed.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

Physical Facilities

The college has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions, co-curricular and extracurricular activities. The college campus is spread over an area of 10.07.00 hectares of land. It has 11 departments with well furnished class rooms, science laboratories, language lab, computer lab, Network Resource Centre, Smart class rooms, spacious sports grounds for conducting various games, (basketball, badminton and ball badminton courts) canteens with seating facilities and one State Bank of India ATM. One multipurpose indoor stadium is nearing completion. The college has a dynamic website which disseminates all the information about the college. The college has a garden and a pond. The pond is to be renovated and a proposal has been submitted to the PWD to execute it. Plans to conduct Yoga Camps are in the pipeline. A herbal garden proposal has also been submitted to the ONGC under its CSR scheme. The college has internet facility for staff and students. All departments have Computers, Printers and Internet Connectivity. Some departments have LCD projectors, OHPs and interactive boards which facilitate teaching and learning and all departments are provided with water purifiers (RO System). The availability of physical infrastructure is in line with academic requirement. This College has constantly sought for adequate funds from the Government. In addition to it, UGC funds are used to develop infrastructure.

Library Resources

- Total area of the library (in Sq. Mts.): **731 sq.mts.**
- Total seating capacity: **125**
- Average number of walk-ins: **175**
- Average number of books issued/returned: **100**
- Ratio of library books to students enrolled: **87:1**
- Average number of books added during last three years: **115**
- Average number of login to OPAC: **Nil**
- Average number of login to e-resources: **50**
- Average number of e-resources downloaded/printed -Nil
- Number of information literacy trainings organized: User orientation through training and exhibition.
- *Reference: Separate* reference section

Fresh order for 79 books has also been placed.

*Information deployment and notification- Adequate notice boards to disseminate information have been set up. An inventory of email address of regular users among teachers and students is used for communication.

* Download: **Members are allowed to download the information they require.**
* Printing: **Printing of documents is facilitated.**
* Reading list/ Bibliography compilation: **Provided as per requirement**
* In-house/remote access to e-resources: Nil
* User Orientation and awareness: **Yes, formal training imparted**
* Assistance in searching Databases: **Provided to the users**
* INFLIBNET/IUC facilities: **Inflibnet available**

IT Facilities

• Number of computers with configuration (provide actual number with exact configuration of each available system)

40 with storage capacity ranging between 40 GB and 120 GB and memory ranging between 512 MB and 2 GB.
Network Resource Centre for the benefits of students and staff

• Computer-student ratio: 1:16
• Stand alone facility: -Nil
• LAN facility: - Nil

• Wifi facility: - Yes (available in NRC)
• Licensed software: Yes

Windows 7 (inbuilt with system) Line (inbuilt) Application system: Visual Basic, Studio. Networking software: Windows Server 2008.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

Student Support

Nearly 30% of our students are the beneficiaries of SC scholarship. Besides scholarships, Social Welfare department and Adi- dravidar Welfare department are running hostels for SC and OBC students of Karaikal district. Most of our SC and OBC students are accommodated in the free Government hostels as and when required. The applications for accommodation are forwarded to the above departments by the Principal. Tutors take special care on the differently able students. Special needs of the students are dealt with utmost care and concern.

Development Of Core Competencies

Students are encouraged to participate in various competitions at National/State levels. Travel and daily expenses are also provided to the students who participate in sports events at different places. In Jan 2014, nine students participated in Vibrant Study Summit, held in Gujarat.

Coaching is given to the students who aspire to write NET, Bank Examinations, State Service etc. Communicative English is taught under coaching class for competitive examinations. The students can also use computers in Network Resource Centre and the departments. The last hours are reserved as tutorial hours meant for doubt clarification and remedial coaching. Advanced learners are asked to help slow learners on the principle of "Each one Teach one". The students of Physics, Chemistry, and Zoology visit industrial sites, marine institutes etc. PG students are encouraged to participate in seminars conducted in other colleges and research institutes. The participation of students in quiz competitions, cultural events and literary festivals organized in other colleges is also ensured.

Coaching classes have been conducted for the final PG students in order to enable them to appear NET/SLET under UGC fund and is in operation since 11th five year plan. Coaching classes for other competitive examinations are also conducted under UGC assistance. The coaching classes for competitive

examinations aim to train the students in specific ways of acquiring communicative skills, soft skills, interview skills and to motivate the final UG students to take interest in competitive examinations. Numerical aptitude, logical reasoning and language aptitude are some of the components taught to the students appearing for clerical examinations (IBPS& SSC). Some of the students have also cleared Bank, Postal and Police examinations.

Career Guidance And Placement

Career guidance cell engages classes on soft skill development by utilizing the services of both the members of the faculty as well as the experts from various fields. The placement cell is promoting students' accessibility to campus interviews.

Sl. No.	Employers	No. of Students Participated	No. of Students placed
1	Madhura –infotech (2012)	85	59
2	Eureka Forbes (2013)	40	20
3	ILM, Chennai (2013)	15	05
	TOTAL	**140**	**74**

52% of the students, who participated in the campus interviews, were selected.

Alumni And Feedback

The long felt grievance of the students was to install the statue of Arignar Anna at the premises. Alumni Association has fulfilled the grievance by installing a majestic bronze statue of C.N. Annadurai at the premises in 2013. The views and expectations collected from the students, alumni, parents and employers during recruitment drives are used to improve the performance. Due credit is given in the form of suggestions towards framing the syllabi to meet the current industrial and societal needs.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

Objectives

Students are admitted here on the performance of HSC after adhering to Government reservation policy. Most of the students admitted are from vernacular

medium schools. They come from weak socio-economic background. Most of them are first generation learners whose parents have never touched the portals of higher education in their life. The mission is to help the under privileged rural students to move up in the academic and social pursuits.

Administration and faculty are single minded in pursuing the realization of this academic mission. Design, compliance and review of achievements are undertaken with their participation. The Directorate of collegiate education and Secretary of education hold meetings of the Principals for reviewing all the institutional needs and the implementation of its quality policy and plans.

Leadership

The leadership includes the Principal as the head of the institution. College council includes HODs, NCC and NSS officers. Periodical meeting of the council and frequent interaction with the staff and students ensure that and action plans lead to the fulfillment of the stated mission.

The leadership encourages the students and staff to participate in the curricular and co-curricular activities. Students who attain commendable positions are formally recognized. Students are made to interact with other students to gain insights that shall help them in future.

The needs of the students are identified and infrastructural needs are fulfilled by the optimum utilization of funds from the Government and the UGC. As a Government run college affiliated to a University, we have very little leverage in effecting organizational transformation. The whole responsibility of running the college lies on the shoulders of the Principal. The Principal is the head of the college; under his directions, instructions and leadership the college functions.

Duties of the college are distributed. Opportunities are provided to the faculty to lead the co-curricular activities. The young teachers who step on to the academic bandwagon are vested with a variety of responsibilities under the guidance of the senior teachers to fortify them with the expertise and confidence. The institution is very prompt in sending teachers to orientation and refresher courses. They are motivated to organize as well as participate in national / international Seminars / conferences. Avenues for publication of research papers and books are facilitated for teachers. Government of Puducherry has also organized programmes related to office administration and automation to the non – teaching staff.

Each staff member has to submit self-appraisal proposals under career advancement scheme (CAS) for moving up to the higher cadre in their career. Under confidential Report (CR) every teaching staff has to furnish the particulars in respect of the classes handled, results obtained and methods adopted in teaching. The HODs have to record the remarks about the performance of the staff and the Principal has to review the confidential Reports. The recommendation of the Principal is very crucial in deciding the career advancement of the staff. If there is any adverse remark, it will be communicated to the individual concerned for rectification.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

The college conducts Green Audit now and then. NCC and NSS conduct rallies and awareness programmes on the significance of protecting the environment. The college has entrusted the work of making the campus eco-friendly with the engagement of outsourcing staff. The college ensures that the trees and saplings are properly watered and protected by them. Moreover, since the inception of the college, out of the entire campus, 40% of the total areas have been covered with lush green trees. These trees are maintained with utmost care. The staff and students are encouraged to plant trees inside and outside the campus on special occasions. Whenever the dignitaries visit the college, they are requested to plant saplings to honor their visit.

BEST PRACTICES-I

1. Title of the Practice
Bilingual teaching and developing core competencies

2. Goal

The students who are admitted to various courses have come from schools where the medium of instruction is mother tongue viz. Tamil. This handicaps most of the students from understanding lectures in English. They are unable to acquire enough subject knowledge. In University examinations, they are unable to write a single sentence in English correctly in main disciplines. Performances in examinations are very poor. Many students are unable to pass their examinations. They are losing confidence and motivation. Thus the responsibility of a teacher is to impart not only knowledge but also some skills to achieve core competencies.

Considering the mediocre level of students in studies and their insufficient potential, bilingual teaching method has been adapted to reach the students.

3. The Context

About 95% of our students hail from families of agriculture labour, coolies, menial vendors etc. Since most of the students have parents who are partially or completely illiterate, they have to overcome the conventional apathy. Empowering these students through the powerful tool of education is the main task of our teachers. The college functions with the ultimate aim of constituting itself into a centre of higher learning. We have oriented this vision to expand the knowledge base of our students and sharpening their employment skills. Medium of instruction viz. English is the main hurdle. Thus, bilingual teaching (English and Tamil) is indispensible. This strategy wins the confidence and helps them understand the subject slowly.

4. The Practice

The class teacher teaches the subject in English and explains the concepts in Tamil. Thus he is using both Tamil and English in teaching. Slowly the understanding of the subject takes place. In seminar presentation, the students are asked to present paper in English and if any hesitation, the students are allowed to answer questions in Tamil. Hence both languages are used. The main aim is to make the students understand the subject matter. Study materials are also provided to them. Gradually, it is ensured that the students are properly motivated and enthused to undertake and enjoy the scholarly responsibilities implicit in the course of study they have chosen for themselves, Students are advised to speak in English in the class. Answer papers are valued and students are given right type of advice as to how to write in English. In project works, the students are directed to write introduction, profile and analysis. While correcting assignments and tests papers, the students are given training in writing good English. Both spoken and written English are gradually imparted along with main subjects starting from Tamil instruction. This type of teaching method facilitates the students learning the subject easily. Simultaneously they are accustomed to learn English as well.

In the circumstances aforesaid, educating our students involves stupendous task of dragging them out of their intellectual lethargy and insensitivity to knowledge, considering the mediocre level of students in the institution and their insufficient potential.

Most of the graduates are not employable for want of knowledge and skill. This sad state of affairs may be due to the students' socio-economic background,

study in Tamil medium and non – exposure to current developments. To arrest this trend, teaching method aids in developing core competencies such as communicative skills and subject skills that will go a long way in the development of students.

5. Evidence of Success

Overall pass percentage has shown an improvement. Students could understand and listen to the lectures delivered in English. The percentage of attendance is high. They like to attend classes. Some students try to talk in English.

Most of the students are able to appreciate lectures and their performance is good in internal tests and examinations. PG students are able to write projects. During their field work and internship, they value our efforts taken in this direction. Students acknowledge it with gratitude. They welcome the innovative steps in introducing add-on courses and conducting coaching classes for the development of communicative aptitude and reasoning skills. Students feel that this is a right step at right time taken by the college to enhance their performance in placements. Though this practice is time consuming and demanding, in many respects, innovative teaching and developing core competencies help the students to attain academic ascendance.

6. Problems Encountered And Resources Required

It is very difficult to motivate the students to come out of their cocoon and start using English. The process is taking place slowly. There is a shortage of trained persons to handle classes on aptitude and reasoning. Most of the students are low percentage scorers in HSC. As a result, it is not easy to sustain their concentration and interest. The students do not prefer week-end classes for competitive examination as many boys are self-employed for livelihood during week end. The regular college ends at 4.30 P.M. Girl students cannot remain in classes after 5.00 P.M. as they have to reach their homes in time.

Best Practices – II

1. The title of the practice

Donate Blood and Save lives

2. Goal:

The students donate blood to all those in need thereby saving lives. The students prefer to donate blood mostly on need based basis. The poor, downtrodden and vulnerable sections are the major beneficiaries. This college inculcates this quality from the beginning. NCC and NSS officers render their tireless services to arrange blood from the students. This is the best practice followed by this institution.

3. The Context:

In addition to the need based blood donation, students donate blood in the Blood Donation Camp organized at the Govt. General Hospital, Karaikal. Blood donation programmes include 1. Conducting Blood donation rallies 2. Blood group identification campaign 3. Blood donation.

The list of donors is always with the NSS and NCC units. For any emergency, one can contact and seek the institution help for any number of units of blood. The students do this service proudly and conduct awareness rallies to pool more number of donors. This practice has enhanced the image of the college in the public and has been a matter of pride for the college.

5. The Practice

Blood group identification is carried out at General Hospital, Karaikal. General Hospital keeps the donors' registry, and it contacts students in case of emergency. Vinayaka Mission Medical College and Hospital also approaches for blood. On need based level also, the students are sent to donate blood. The college has organized a mega blood donation Campaign in the month of October-2013. Doctors from JIPMER were invited. 100 students participated in the camp. Perunthalaivar Kamaraj institute of Engineering and Technology, Bharathiar college of Engineering and RVS College participated in the camp. Among the participants, 27 students belong to this institution. Both NCC and NSS volunteers participated in blood donation rallies organized by Karaikal District administration. All the School children took part in the rallies.

5. Evidence of Success:

More than 50 students donate blood and save lives every year. The success story is that this college student can be approached at any time in emergency

whether they are in the college or in the hostel or in their house. The beneficiaries are appreciative of the services of NSS officers and the students.

SWOC ANALYSIS

Strengths

1) Well experienced, permanent, qualified, competent and dedicated faculty members.

2) Good infrastructure facilities

3) Learner centered and   empathetic teaching

4) Technology enhanced project based learning

5) Regular remedial coaching classes

6) Special coaching classes for the students appearing for competitive examinations including NET/SLET

7) Steady support from alumni

8) Tangible contribution of NSS and NCC towards ISR activities

9) Willingness of the faculty to take any administrative work

10) The staff members possess resourcefulness and expertise in various fields of knowledge actively engaging themselves in research activities such as doing PhD, presentation of research papers in conferences, publication of research articles etc.

Weaknesses

1) Majority of the students hailing from low economic, social and educational status mostly first generation learners.

2) Admission of least scored students with poor knowledge and interacting ability

3) Students with very weak English language skills

4) Increasing number of engineering colleges and consequent Government financial support to those students admitted in the engineering and other

professional courses affect the student strength in science departments especially Physics, Mathematics and Chemistry,

5) Faculty shortage in some departments especially in Chemistry and in Mathematics

6) No feeder courses are available for Master degrees in Public Administration and Social Work.

Opportunities

1) Staff members are provided opportunities to participate in seminars/workshops/ conferences/refresher courses/ orientation courses.

2) Teaching manuals for teaching soft skills, language skills etc.

3) There is an opportunity to design indigenous modules for teaching add-on certificate courses.

4) Sufficient availability of books, journals and internet for the staff and the students.

5) Opportunity for sensitizing students in entrepreneurship.

6) Opportunity to the students in the preparation of competitive examinations including NET/SLET

7) Opportunity in the promotion of sports/cultural events.

Challenges

1) Teaching the first generation of socially and economically underprivileged students with inadequate English language skill.

2) Many below average students are admitted. Teaching them is a challenging task.

3) It is very difficult to mould students to get eligibility in admission for higher studies.

4) There is no monetary support for the college to invite external experts to the departments.

5) Conducting coaching classes and remedial classes beyond regular hours is difficult as the girl students can't stay longer after 4.30 P.M and   many boys are self employed during week end.

6) No guidance from parents (as labourers / Coolies etc.) come from labour/semi literate class.

Future Plan

1) The college has plans to organize national conferences every year in all departments. Every department shall come forward to undertake one major and minor research.

2) Steps are to be taken to encourage school students to take up higher education in science subjects especially in UG Mathematics and Physics.

 3) Request Government of Puducherry to expedite filling up the vacant posts

4) Proposals to the Government to start research courses.

5) Constant awareness on discipline

6) Efforts to improve English skills.

7) Plastic free campus.

SECTION B: PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / Constituent College
1. Name and Address of the College:

Name:	Arignar Anna Govt. Arts & Science College	
Address:	Bharathiyar Road, Nehru Nagar, Thalatheru (PO), Karaikal	
City:	Pin: 609 605	State: Puducherry
Website:	www.aagac.puducherry.gov.in	

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. SASI KANTA DASH	O:04368-231743 R:	9543305670	04368-231743	aagac.kkl@gmail.com
Vice principal	- -	O: R:			
Steering Committee Co-ordinator	Dr. A. IRUDAYARAJ	O: R:04368-225129	9789760161		A_irudayaraj@ymail.com

3. Status of the Institution: Affiliated College

4. Type of Institution
   a. By Gender **: Coeducation**
   b. By Shift**: Regular**

5. It is a recognized minority institution: **No**

6. Sources of funding: **Government**

7. a. Date of establishment of the college: 14.7.1967
   b. University to which the college is affiliated / or which governs the college
     (If it is a constituent college): Pondicherry University
   c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If Any)
i.2(f)		Certificate has been obtained, but the date is not mentioned.
ii.12(B)		

(Enclose the Certificate of recognition u/s 2(f) and 12(B) of the UGC Act)

d. Details of recognition / approval by statutory / regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) NA

Under Section /Clause	Recognition/Approval details Institution / Department Programme	Day, Month and year (dd-mm-yyyy)	Validity	Remarks
i.	-	-	-	-
ii.	-	-	-	-
iii.	-	-	-	-
iv.	-	-	-	-

(Enclose the recognition/ approval letter)

8. Does the affiliating University Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?: **Yes**
If yes, has the college applied for availing the autonomous status**: No**
9. Is the college recognized?
a. by UGC as a College with Potential for Excellence (CPE)?: **No**
b. for its performance by any other governmental agency: **No**

10. Location of the campus and area in sq.mts:

Location	Urban
Campus area in sq.mts	8477.42 Sq. mts
Built up area in sq.mts	4247.68 Sq. mts

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- ✦ Auditorium / seminar complex with infrastructural facilities : **Yes**
- ✦ Sports facilities
  - * Play ground: **Yes**
  - * Swimming pool: **No**
  - * Gymnasium: **No**
- ✦ Hostel: **No**
  - *Boys' Hostel: - **Government provides hostel facility through Adi – Dravidar Welfare Department.**
  - * Girls' Hostel: - **No**
  - * Working women's hostel: - **No**

- Residential facilities for teaching and non-teaching staff(give numbers available – cadre wise): -**No**
- Cafeteria: **Yes**
- Health centre: -
  First aid, Inpatient, Outpatient, Emergency care facility, Ambulance: -**No**
- Facilities like banking, Post office, book shops: **Yes**
- Transport facilities to cater to the needs of students and staff : **Yes (by govt. bus)**
- Animal house: -**No**
- Biological waste disposal: **Yes**
- Generator or other facility for management/regulation of electricity and voltage: **Yes.**
- Solid waste management facility:-**No**
- Waste water management : -**No (efforts are being taken to speed up)**
- Water harvesting : **Yes**

12. Details of programmes offered by the college (Give data for current academic year)

Sl.No	Programme level	Name of the program course	Duration	Entry qualification	Medium of instruction	Sanctioned approved students strength	No. of students admitted /enrolled
	1. UNDER-GRADUATE	B.A. Tamil	3 Years	+2/or its equivalent	Tamil	50	42
		B.A. Economics	3 Years	+2/or its equivalent	English	55	49
		B.Com	3 years	+2/or its equivalent with commerce / and or account ant as a subject	English	45	43
		B.Sc. Mathematics	3 Years	+2/with Maths as one of the Subjects or its equivalent	English	40	08
		B.Sc Physics	3 Years	+2/ with physics Mathematics or its equivalent	English	27	12

	B.Sc Chemistry	3 Years	+2/ with chemistry /foundation science /HLT.	English	27	18
	B.Sc Zoology	3 Years	+2/ With zoology /Biology foundation science /HLT	English	27	13
	B.Sc Computer Science	3 Years	+2/ or its equivalent with Maths as one of the subjects	English	22	18
POST-GRADUATE	M.A. Tamil	2 years	B.A Tamil/part I Tamil in degree	Tamil	20	14
	M.A Economics	2 years	B.A. Economics	English	15	10
	M.Com	2 years	B.Com	English	20	18
	M.PA	2 years	Any degree	English	20	04
	M.SW	2 years	Any degree	English	20	09
	Ph.D	2 years	NIL			
	M.Phil	2 years	NIL			
	Certificate courses		UGC Sponsored add-on courses 1.Human Rights 2.Mass communication 3.Hardware maintenance 4.Disaster management	English & Tamil	40	
	UG Diploma	-	NIL			
	PG Diploma	-	NIL			
	Any other (specify and nil. Provide details)					

13. Does the college offer self – financed Programmes: No
14. New programmes introduced in the college during the last five years if any:
Yes – Certificate Courses.

Yes	√	No		Number	04

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subject for all the programmes like English, regional languages etc.) NIL

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Mathematics	✓		
	Physics	✓		
	Chemistry	✓		
	Zoology	✓		
	Computer Science	✓		
Arts	Tamil	✓	✓	
	Economics	✓	✓	
	Public Administration		✓	
	Social Work		✓	
Commerce	Commerce	✓	✓	

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com.)

a. annual system	-	b. semester system	13	c. trimester system	-

17. Number of Programmes with

a. Choice Based Credit system	-	b. Inter / Multidisciplinary Approach	-	c. Any other (Specify and provide details)	-

18. Does the college offer UG and / or PG programmes in Teacher Education?

Yes		No	✓

19. Does the college offer UG or PG programme in Physical Education?

Yes		No	✓

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Prof.		Assistant Prof.					
	M	F	M	F	M	F	M	F	M	F
Sanctioned by the State Government					80		37		-	
Recruited			8	3	29	12	18	9	Nil	Nil
Yet to recruit					**28**		**10**			

*M-Male * F-Female

21. Qualification of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
Permanent Teachers							
D.Sc./D.Litt.							
Ph.D			07	01	09	04	21
M.Phil			02	02	19	06	29
PG			00	01	00	01	02
Temporary teachers							
Ph.D							
M.Phil							
PG							
Part – time teachers							
Ph.D							
M.Phil							
PG							

22. Number of Visiting Faculty/Guest Faculty engaged with the College**:-Nil**

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2009-2010		2010-2011		2011-2012		2012-2013	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	43	28	35	27	34	15	27	28
ST	-	-	-	-	-	-	-	-
OBC	81	82	78	68	73	59	54	58
General	20	16	10	9-	9	16-	24	5
Others	-	-		-			-	-

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M.Phil	Ph.D	Total
Students from the same state where the college is located	525	105	-	-	630
Students from other states of India	19	03	-	-	22
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	**544**	**108**	**-**	**-**	**652**

25. Dropout rate in UG and PG (average of the last two batches)

UG	2%	PG	0.5%

26. Unit Cost of Education
(Unit cost = total annual recurring expenditure (actual) divided by total number of student enrolled)

a)including the salary component	Rs.95670
b) excluding the salary component	Rs. 4997

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes		No	✓

28. Provide Teacher –student ratio for each of the programme/course offered
UG - Students Teacher Ratio

Department	I	II	III	Total	No. of teachers	Students teacher ratio
1.Economics	49	27	33	109	7	16:1
2.Tamil	42	30	22	94	10	9:1
3.Commerce	43	28	30	101	05	20:1
4.Maths	08	10	02	20	02	10:1
5.Physics	12	08	-	20	04	5:1
6.chemistry	18	08	22	48	01	48:1
Computer science	18	20	19	57	04	13:1
8.Zoology	13	24	19	56	04	14:1
9.English (foundation course)	–	-	-	-		

PG - Students Teacher Ratio

Departments	I	II	Total	Staff	Students teacher ratio
1.Tamil	14	09	23	10	2:1
2.Economics	10	07	17	07	2:1
3.M.COM	14	11	25	05	5:1
4.MPA	04	07	11	04	3:1
5.MSW	10	08	18	05	4:1

29. Is the college applying for Accreditation?

Cycle 1	
Cycle 2	✓
Cycle 3	
Cycle 4	

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1:8th Jan 2014 (dd/mm/yyyy) Accreditation Outcome/Result C++
Cycle 2: ………(dd/mm/yyyy) Accreditation Outcome/Result …………
Cycle 3: ………(dd/mm/yyyy) Accreditation Outcome/Result …………

*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

| 191 |

32. Number of teaching days during the last academic year
(Teaching days means days on which lectures were engaged excluding the examination days)

| 191 |

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
IQAC 26/04/2012

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i)………-…………… (dd/mm/yyyy)
AQAR (ii) 2011-2012 -01.07.2014 (dd/mm/yyyy)
AQAR (iii) 2012-2013-01.07.2014 (dd/mm/yyyy)
AQAR (iv) 2013-2014-01.07.2014 (dd/mm/yyyy)

35. Any other relevant data (not covered above the college would like to include.
(Do not include explanatory/descriptive information)

None

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Arignar Anna Government Arts & Science College, Karaikal, a pioneering college, was established on 14ᵗʰ July 1967 in the rural Karaikal of UT of Puducherry. At the time of its inception, it was known as the Modern College. The college was started to fulfill a long felt need of the people in the area to have an institution to impart higher education to their off spring. The overarching mission of the institution is to strive for excellence in our academic, social pursuits upon which 47 year old foundation and faith of our college lies. Our vision is to lead and to guide our students in their path of success and progress set on prosperity and posterity. The college continues to be guided by this ideal.

The college prospectus and Handbook are so designed as to communicate unequivocally the vision, mission and objectives of the institution to everyone concerned. As most of the students belong to the marginalized section, the students at the time of enrollment are reminded of their great future in getting the opportunity for higher education.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum?

Action plans for the ensuing semester are drafted and discussed by the college council at the end of every semester for the ensuing semester. The syllabus allocation is done at department level. The staff members in charge of NCC, NSS, Sports and other extension activities, which are all part of the curriculum, submit their action plan to the Principal. Teachers are encouraged to formulate innovative practices and made to present them for discussion at regular departmental meetings. Most of the students admitted here hail from poor economic and social settings and are very weak in communication skills.

Thus proper attention is given to impart the curriculum to these students without making any compromise on the quality of education; Periodical monitoring and remedial steps are carried out for effective implementation of the curriculum.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The Board of studies and Academic Council of the University convene periodical meetings where fine tuning of the curriculum is carried out after considering the feedback from faculty and stakeholders. National Conferences / National Seminars / Workshops and invited talks are arranged in the institution for the benefits of the teachers as well as the students.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum.

The outcome of the teachers' deliberations in the department level meetings for discussion and efficacy of curriculum is communicated to the Board of studies and Academic Council, Pondicherry University for consideration.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

This institution invites feedback from beneficiaries and stakeholders during the field visits, project work, industrial visits and recruitment drives.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

There are 14 members belonging to this institution on the Board of Studies.

Department	No. of staff on the board of studies
Tamil	2
English	1
Economics	2
Commerce	2
Physics	1
Chemistry	1

Mathematics	1
Zoology	1
Computer Science	1
Social Work	1
Public Administration	1

Members of BoS represent all the curriculum related issues to the University. Feedback, obtained from the students, related to the Curriculum, is used to suggest modifications during the Board of Studies meetings.

1.1.7 Does the institution develop curriculum for any of the courses Offered:

Our institution prepares the curriculum for add-on courses in
1. Human Rights
2. Mass Communication
3. Computer Hardware Maintenance and
4. Disaster Management. (Approval of the University is obtained for the curriculum implementation).

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The college has established an IQAC in April 2012 as a quality substance and quality enhancement measure. The IQAC has been infusing a sense of belonging and participation in the entire faculty of the institution and it ensures that the stated objectives of the curriculum are achieved in the course of implementation. The functioning of the various committees of the college strengthens the process of implementation of curriculum.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives. Give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The institution at present offers the following UGC sponsored certificate courses to the students along with regular curriculum in order to make them more skill oriented and job oriented.

1. Certificate Course in Human Rights
2. Certificate Course in Mass Communication

3. Certificate Course in Computer Hardware Maintenance
4. Certificate Course in Disaster Management.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details: NO

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skill development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

➤ Range of Core / Elective options offered by the University and those opted by the college
➤ Choice Based Credit System and range of subject options
➤ Courses offered in modular form
➤ Credit transfer and accumulation facility
➤ Lateral and vertical mobility within and across programmes and courses

Range of Core / Elective options offered

Sl. No.	Programme level	Name	Duration	Medium of Instruction
1	UG	B.A. Tamil	3 years	Tamil
2		B.A. Economics		English
3		B.Com		
4		B.Sc Physics		
5		B.Sc Chemistry		
6		B.Sc Mathematics		
7		B.Sc Computer science		
8		B.Sc Zoology		
9	PG	M.A.Tamil	2 years	
10		M.A. Economics		
11		M.Com		
12		M.PA		
13		M.SW		

Major elective options are offered by the University for UG courses. Skill based subjects are also offered in the III year for UG courses.

1.2.3 Courses offered in modular form: All courses

Credit transfer and accumulate – Not provided by the University.

Lateral entry is allowed in B.Sc Computer Science. PG programmes provide the scope for vertical mobility of students within and across programmes and courses.

1.2.4 Does the institution offer self-financed programmes? : **No**

1.2.**5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.**

Global employment market demands communicative competency which is imparted to students. This college creates opportunity for the students to take UGC Sponsored add –on courses and to attend UGC sponsored coaching classes for NET / SLET, coaching classes for competitive examinations and remedial classes along with their regular curriculum after taking into account the needs of industry/corporate / service sector.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses /combination of their choice": No

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The curriculum of the college is generally revised once in three years for both UG and PG courses. While reviewing the syllabus, socially relevant and job oriented contents are given due importance. Some of the changes have been made in our curriculum.

Sl. No.	Departments	Curriculum enrichment
1	Tamil	New syllabus for foundation course – language – Inclusion of Journalism and Folk lore and student projects for degree course.
2	Economics	M.Sc (Economics) syllabus at University level is

		bifurcated into BA (Economics) and MA Economics at affiliated college level which made the subject more technical and job oriented (2011).
3	Commerce	Made computer e-commerce oriented.
4	Chemistry	Industrial visit reports along with practical records introduced.
5	Public Administration	Curriculum revised in April 2014 and introduced a paper on ICT in Public Administration
6	Social Work	Curriculum made more applied and field work related. Choice based credit system to be introduced
7	English	Foundation course syllabus revised. A smart class methodology has been introduced.

Every major course is supplemented with foundation courses.

Environmental education has become imperative in the wake of unscrupulous exploitation of nature causing severe ecological issues combine a paper on environmental studies is made compulsory and common for all degree courses during the II semester.

The expertise of the external experts is used to supplement student learning. Conducting student enrichment programmes throughout the academic year is made mandatory by the institution. The efforts made by the institution to supplement University curriculum are reflected in the UGC remedial classes organized for slow learners.

Student enrichment programmes

Sl. No.	Department	No. of student enrichment programmes in the last four years
1	Tamil	6
2	Economics	2
3	Commerce	3
4	Zoology	3
5	Social Work	19
6	Pub. Admin.	8
TOTAL		**41**

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

The college has no authority to modify the curriculum stipulated by the University. However, it is enriched and refined by the efforts of the faculty, alumni and the employers who conduct the recruitment drives.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

About 45% of students are girls and the institution provides them unrestricted support to come forward in every walk of life. Environmental education is a compulsory paper for UG students. NSS and NCC conduct awareness programmes on the themes of human rights, plastic free society etc. ICT training is imparted to the staff.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- ➢ Moral and ethical values: yearlong celebrations of the 150th birth anniversary of Swami Vivekanda to imbibe moral and ethical values
- ➢ Employable and life skills :add-on courses for job orientation
- ➢ Better career options : orientation for final year students

➢ Community orientation :   NSS, NCC activities towards extension

1.3.5.

Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The   comments provided by the students are presented to the board of studies in the concerned subject. Internal corrections are carried out for modification in teaching and extension.

1.3.6. How does the institution monitor and evaluate the quality of its enrichment programmes?

Oral and practical tests are conducted and remedial exercises are undertaken

1.4: Feedback system

1.4.1. What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The institution is a meeting place for curriculum designers, developers, implementers, practioners, academic peers, employers and community at large. The feedback from all these diverse social entities is properly added and follow up activities are initiated by the institution.

1.4.2. Is there a formal mechanism to obtain feedback from students and stakeholders on curriculum? If yes, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Feedback obtained from outgoing students also cover efficacy of the syllabus with respect to career requirements. These comments are formulated and presented to the Board of Studies.

Informal discussion with students on curriculum is inciting for introducing welcome changes in consonance with the changing social and professional scenario. The annual get together of the alumni is a window opener to the sterling academic performance that has stood the test of time.

Our teachers in the Board of Studies in different disciplines have been active in positively impacting curriculum designing and syllabus revision in tune with

feedbacks of the stake holders The changing requirements of the time are also presented to the inspection committee of the University during its annual visits for the grant of affiliation to the courses.

1.4.3. How many new programmes/ courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes? Nil (only UGC sponsored Add- on certificate courses introduced)

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

a) Prospectus: The College brings out prospectus along with application form before the commencement of academic year. The prospectus contains the list of courses offered and eligibility conditions.
b) Institutional website: The college has its own website
c) Advertisement in regional news papers and scrolling in local cable TV are also done for publicity.

   The college ensures transparency and openness in the admission process by strictly adhering to the guidelines laid by the Government of Puducherry and Pondicherry University.

2.1.2 Explain in detail the criteria adopted and process of admission

(i) Merit
(ii) Common admission test conducted by state agencies and national agencies
(iii)Combination of merit and entrance test or merit, entrance test and interview
(iv) Any other to various programmes of the Institution.

   Admission committee comprising of Head of the institution, two senior teaching faculty and HOD for the concerned subject as contemplated by the Govt. is responsible for admission. Rank list is prepared for UG and PG strictly adhering to the procedure to be adopted to arrive at the aggregate marks. Rule of reservation in respect of different categories is followed and selection list of candidates for admission is prepared for each programme and put up on the college notice board.

A waiting list is also prepared and put up on the college notice board. Interview cards are dispatched to the selected candidates informing them of the original certificates to be submitted, fees to be paid and date and venue of the interview.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

2013-14 (UG)   Mimimum and Maximum percentage of marks for admission

Sl. No.	Course	Category	Maximum %	Minimum %
1	Tamil	OBC	76.16	40.41
		SC	70.54	35.29
		MBC	65.46	61.75
		GEN	63.62	42.58
2	Economics	NR	75.33	-
		SC	73	45.75
		GEN	72.83	66.25
		OBC	71	45
		MBC	58.83	41.83
		BCM	48.58	41
		BT	58.25	60.29
3	Commerce	MBC	97.16	60.12
		OBC	86.04	65.92
		GEN	83.85	60.50
		SC	79.25	52.83
		BCM	78.71	-
		EBC	50.21	-
4	Mathematics	GEN	81.75	71.46
		OBC	71.08	51.21
		EBC	45.04	-
5	Physics	GEN	83.58	47.91
		OBC	60.33	45.66
		MBC	55.75	42.42
6	Chemistry	SC	64.67	48.21
		OBC	62.54	-
		GEN	60.45	45.63

		NR	46.09	-
		MBC	46.92	42.62
7	Zoology	OBC	79.66	52
		SC	59.21	47.96
		GEN	59.21	46.04
		EBC	51.41	-
		MBC	58.58	-
8	Computer Sci.	OBC	78.25	55.46
		SC	69	49.33
		MBC	66.54	56.67

2.1.3: 2013-14 (PG)

		SC	65.54	51.40
1	MSW	OBC	60.69	57.59
		MBC	53.50	45.64
		GEN	50.27	-
2	MPA	SC	52.38	43
3	M.COM	OBC	72.38	53
		MBC	61.42	50.39
		SC	48	-
4	M.A. TAMIL	SC	69.44	45.77
		GEN	58.56	-
		OBC	56.61	49.95
		EBC	56.14	-
5	ECONOMICS	GEN	58.82	-
		NR	58.67	54.49
		OBC	52.77	50
		SC	59.82	50

From the above table, it is found that there is a low cut of marks for admission in all branches across different categories of students.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

The admission committee is the main mechanism in the institution to review the admission process and student profiles annually. The college adheres to the direction of the Govt. and the University with reference to admission. Once admission is over, the university approves the admission of candidates after verifying the original mark sheets. The admission committee is involved in the entire process. The admission committee also contributes its might in directing the students for getting scholarship and Government hostel accommodation for SC/BC/Minority/Handicapped students.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.

* SC/ST
* OBC
* Women
* Differently able
* Economically weaker sections
* Minority community
* Any other

Government's admission policy is followed and the admission criteria of the Pondicherry University are complied with. As a Govt. College, it always depends upon the higher authority to take any policy decision. It strictly follows Govt. norms to implement reservation policy and access to disadvantaged community, different categories of persons with disabilities and sports persons. The rule of reservation as directed by the Puducherry is complied with. Thus accessibility in admission to the different categories of students is ensured.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

UG: (i) B.A. Tamil

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats: No. of application)
2009-2010	470	50	1: 9.4
2010-2011	272	50	1: 5.4
2011-2012	254	50	1: 5.1
2012-2013	249	50	1: 5.0

UG: (ii) B.A Economics

Year	No. of Applications	No. of Students admitted/No. of seats	Demand ratio (No. of seats: No. of application)
2009-2010	389	55	1: 7.1
2010-2011	220	55	1: 4
2011-2012	210	55	1: 4.1
2012-2013	219	55	1: 4.1

UG: (iii) B.COM

Year	No. of Applications	No. of Students admitted/No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	422	45	1: 9.4
2010-2011/	256	45	1: 5.7
2011-2012	209	45	1: 5.1
2012-2013	275	45	1: 6.1

UG: (iv) B.Sc (Mathematics)

Year	No. of Applications	No. of Students admitted / No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	76	40	1: 1.9
2010-2011	78	40	1: 2.1
2011-2012	50	40	1: 1.3
2012-2013	76	40	1: 2.0

UG: (v) B.Sc (Physics)

Year	No. of Applications	No. of Students admitted /No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	69	27	1: 3
2010-2011	78	27	1: 3
2011-2012	47	27	1:2.1
2012-2013	76	27	1: 3.1

UG: (vi) B.Sc (Chemistry)

Year	No. of Applications	No. of Students admitted / No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	187	27	1: 7.1
2010-2011	160	27	1: 6
2011-2012	79	27	1: 3
2012-2013	155	27	1: 6

UG: (vii) B.Sc (Computer Science)

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	90	22	1: 4.1
2010-2011	90	22	1: 4.1
2011-2012	110	22	1: 5
2012-2013	156	22	1: 7.1

UG: (viii) B.Sc (Zoology)

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	145	27	1: 5.4
2010-2011	114	27	1: 4.2
2011-2012	73	27	1: 2.7
2012-2013	113	27	1: 4.2

PG: (i) M.A. Tamil

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	34	20	1: 1.7
2010-2011	34	20	1: 1.7
2011-2012	48	20	1: 2.4
2012-2013	21	20	1: 1.1

PG: (ii) M.A. Economics

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	21	15	1: 1.4
2010-2011	23	15	1: 1.5
2011-2012	26	15	1: 1.7
2012-2013	77	15	1: 5.1

PG : (iii) M.Com

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	37	20	1: 2
2010-2011	31	20	1: 2
2011-2012	30	20	1: 2
2012-2013	62	20	1: 3.1

PG : (vi) M.P.A. (Public Administration)

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	58	20	1: 3
2010-2011	53	20	1: 3
2011-2012	62	20	1: 3.1
2012-2013	35	20	1: 2

PG: (v) M.A. (Social Work)

Year	No. of Applications	No. of Students admitted/ No. of seats	Demand ratio (No. of seats : No. of application)
2009-2010	71	20	1: 4
2010-2011	77	20	1: 4
2011-2012	77	20	1: 4
2012-2013	70	20	1: 4

2.1.7   UG: (ENROLMENT)

B.A. Tamil		
Year	Sanctioned / Admitted	Actual Enrolment
2009-2010	50	47
2010-2011	50	31
2011-2012	50	24
2012-2013	50	36

B.A. Economics		
Year	Sanctioned / Admitted	Actual Enrolment
2009-2010	55	24
2010-2011	55	25
2011-2012	55	37
2012-2013	55	32

B.COM		
Year	Sanctioned / Admitted	Actual Enrolment
2009-2010	45	45
2010-2011	45	45
2011-2012	45	44
2012-2013	45	45

B.Sc. Mathematics		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	40	11
2010-2011	40	07
2011-2012	40	05
2012-2013	40	14

B.Sc. Physics		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	27	5
2010-2011	27	3
2011-2012	27	1
2012-2013	27	5

B.Sc. Chemistry		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	27	09
2010-2011	27	14
2011-2012	27	14
2012-2013	27	18

B.Sc. Computer Science		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	22	13
2010-2011	22	11
2011-2012	22	19
2012-2013	22	22

B.Sc. Zoology		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	27	20
2010-2011	27	10
2011-2012	27	12
2012-2013	27	14

2.1.7 PG: (ENROLMENT)

M. A. Tamil		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	20	15
2010-2011	20	13
2011-2012	20	19
2012-2013	20	09

M. A. Economics		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	15	06
2010-2011	15	10
2011-2012	15	08
2012-2013	15	08

M. Com		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	20	19
2010-2011	20	17
2011-2012	20	20
2012-2013	20	11

M. P. A.(Public Administration)		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	20	8
2010-2011	20	5
2011-2012	20	5
2012-2013	20	7

M. A. (Social Work)		
Year	**Sanctioned / Admitted**	**Actual Enrolment**
2009-2010	20	17
2010-2011	20	17
2011-2012	20	11
2012-2013	20	08

The demand ratio shows that there is a high demand for B.com and M.com followed by B.A Tamil and B.A Economics and that there is a low demand for B.Sc. Mathematics followed by Physics. Wider publicity is being given through media to attract larger number of students.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- able students and ensure adherence to government policies in this regard?

The college admits physically challenged students .These students are given extra care and attention by the course teachers in order to enable them to learn better and perform well. Visually challenged students are permitted to write their examinations with the help of an assistant.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

During the time of admission, the admission committee members pose questions on the candidates about the subjects studied, school in which studied and the family background. The HOD in the committee puts subject oriented questions. On the joining day, one day induction programme is given. In this programme, the fresher are informed about the college and the environment, rules and regulations, examination pattern and evaluation. The students are also made aware of the scope of the course and placement opportunities.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

Tutorial effort is made to motivate and energize those who exhibit deficient skills. In extreme instances, even suggestions and advice for reorientation is provided to the students. Remedial exercises are assigned by the class teacher to those who are found to lag behind. The students also attend UGC sponsored remedial classes run by the college.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

Teachers are instructed to lay special emphasis on value based pedagogy which tends to connect the academic syllabus with the social and moral concerns of everyday life, The institution sensitizes the students by organizing NSS and NCC programmes on themes such as gender inclusion, environment etc. The institution has celebrated the yearlong celebration of Swami Vivekananda 150th anniversary to cherish the ideal of brotherhood.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Advanced learners are identified based on two fold criteria: responses in the class room and the performance in the examinations. These students are encouraged to interact more frequently and freely with the teachers. Challenging assignments are given to them to sharpen their skills. The departments encourage the advanced learners to participate / present papers in seminars/conferences and guide them to take up various competitive examinations. Books from college library as well as from other sources are facilitated to them. Opportunities for participation in inter university and inter collegiate competitive programmes are also made available to them.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

Most of the students admitted in this college have studied in Tamil medium and rural based schools. These students scored low marks. Most of them are children of disadvantaged and marginalized parents. Low level of confidence, motivation and indifference are seen. They are at the risk of drop out. Hence a teacher must have not only to enrich his/ her knowledge but also to enrich his heart to reshape them. In order to retain them, Tamil language usage has become indispensible in the class room teaching. It is noted that dropout rate is very low in the college thanks to the efforts of teachers.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

Academic Calendar

The academic year comprises of two semesters: Odd semesters from June end to November end even semesters from December to April. The college publishes an academic calendar based upon the university calendar containing the relevant information about teaching- learning schedule, list of holidays, tentative semester examinations etc.

Teaching plan

At the commencement of the academic year, the institution prepares the general teaching schedule .The individual departments prepare their weekly time table evenly distributing the teaching hours among the staff. Library supervision, project guidance and tutorial hours are also assigned. Additional classes are also engaged in some departments due to shortage of hands.

Evaluation Blue Print

The student academic progress is monitored regularly by adopting the strategy of model test, seminars, group discussion, and attendance and semester examinations. Internal assessment marks for language and environment studies are assigned to UG courses. For all PG courses 25% of marks are assigned for continuous internal assessment and 75% of marks are meant for University examination.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

IQAC is entrusted with the tasks of monitoring, recommending and implementing various steps to enhance the efficiency of teaching and effectiveness of learning.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

A realistic assessment of factors such as the quantum of previously acquired knowledge and caliber of the students has dissuaded the teachers from being mere facilitators in the class room. Subject awareness is created in the learners through the traditional method of class room lecture and invited talks by experts in the discipline. The direct interactive learning method is also practiced in the class rooms.

Students are also introduced to various avenues of independent learning such as self learning, supplying reading lists etc.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Department of Chemistry is sending their students to different industries during their course of study. Department of Social Work is sending their students to non -Government organizations for field placement. Departments of Economics and Commerce conduct Socio – economic surveys and give training in the fields of mutual funds ,insurance, Banking etc., Department of Zoology is sending their students to visit fish farm and to get training in fish culture, prawn culture and ornamental fish keeping and fish breeding. Physics department staffs are nominated as judges for District level school science exhibitions. They share their experiences with students there by nurturing the scientific temper. Project work has been made mandatory for PG students.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and

National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

For effective teaching the following teaching aids are used in the class rooms. Computer / Laptop is available in all departments with internet facilities. Department laptop or personal laptop is used in the classes. LCD and OHP are also used in some classes. All departments are availing of centralized smart room facilities located in English and Computer Science departments. Many faculty members use PPT presentation for effective teaching. Digital teaching aids are used in Physics Department.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

The teachers are encouraged to participate in academic seminars and workshops. Teachers are also required to attend refresher and orientation courses. The college is also insistent on organizing academic seminars and expert talks on the campus. Teachers are encouraged to do Ph.D. Many departments have organized seminars and workshops in this institution. Tamil Department organized two ten day workshops on classical literature. Social work department has conducted two National level seminars. Public administration dept has conducted 3 National level conferences. Economics department conducted a National level conference and one National level workshop.

2.3.7 Detail (process and the number of students / benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?

The college has adopted the tutorial system to serve the purpose of assessing the strength and providing individual attention to those who are in requirement of additional care and support. Individual teachers are required to interact with specific group of students and to support them, morally and materially. The women cell takes care of grievances of girl students and tries to get amenities and facilities to girl students. The career guidance cell of the college has been regularly organizing interface between the representatives of various establishments to acquaint the students with the opportunities as well as requirements of the employment field. Recruitment drives are also conducted by various companies.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The Arts courses generally follow lecture method of teaching. Industrial visits, field trips and field works are included in certain courses to enable the students to gain practical knowledge.

From 2013-14 onwards, to improve the basic skills of students in communicative English, smart class facility is used. The implementation of new learner centric and inclusive strategies has resulted in the palpable improvement in the cognitive abilities and communicative capacity of students. College itself has conducted many national seminars / national workshops for the last three years to encourage the faculty to adopt new approaches on student learning. All PG departments have project works and seminars as part of the continuous assessment. The institution has arranged 5 day e- literacy programme of ICT, Puducherry to the faculties in March 2013. Thus teaching methods adopted by the college are learners centered giving due importance to the diversity of learners who enjoy a variety of learning experiences.

2.3.9 How are library resources used to augment the teaching learning process?

The college library has a sufficient number of books and journals. PG students have easy access to reference books. Library tickets are issued to the first year students as soon as they are admitted. Book bank facilities are also available to the students. Reading room is equipped with English and Tamil newspapers and journals.

Some departments are equipped with their own department library. These resources are also utilized by the staff and students to augment teaching learning process.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The primary objective of teaching / learning process is to enable the students achieve the stipulated level of knowledge acquisition and skill development as

required in the syllabus. In some papers, syllabus is vast. Teachers could not complete it in time. This challenge is encountered by the teachers and institution by arranging expert lectures.

2.3.11 How does the Institute monitor and evaluate the quality of teaching/ learning?

Results are the ultimate index for determining the quality of the academic process of teaching and learning. These are closely monitored and scrutinized at the departmental and institutional levels and a corrective intervention is made whenever necessary.

The students' progression from Under Graduation to Post Graduation is also monitored. Our students are employed in banks, Government services and other professions.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

This college has 21 staff members possessing doctoral degrees. Out of 52 staff, 10 staff members are doing Ph.D. This College has faculties with experience. This is the greatest strength of the College.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc/ D.Litt							
Ph.D			07	01	09	04	21
M.Phil			02	02	19	06	29
P.G			00	01	00	01	02
Temporary Teachers							
Ph.D							
M.Phil							
P.G							

Part – time teachers							
Ph.D							
M.Phil							
P.G							

The staff members continue to involve themselves in research activities and update themselves with the latest advancements in their discipline by organizing, participating and presenting papers in conferences, seminars and workshops.

No. of posts sanctioned	No. of posts filled up	No. of posts vacant
80	52	28

The Government of Puducherry is expected to fill up the vacancy by transfer and by UPSC recruitment

2.4.2 How does the Institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

Does not arise. The college has qualified and competent teachers to handle all courses.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Teachers are allowed to go as *on duty* to attend seminars / conferences / workshops.

a) Nomination to staff development process.

Staff Development Programmes	Academic staff development 2009-2010	2010-2011	No. of faculty nominated 2011-2012	2012-2013
1. Refresher course	11	7	12	14
2. HRD Programmes		12	-	-
3. Orientation programmes	2	4	0	2
4. Staff training conducted by university -	-	-	-	-
5. Staff training conducted by other institutions	1	-	7	25
6. Summer winter schools, workshops etc…...	14	-	12	-

b) Faculty Training Programme:

Information technology assisted teaching and subject updating through interaction with experts in the field giving invited talks are some of approaches used for improved teaching and learning. Computer Science Department organized a 5 day ICT training for Non IT faculties of this College with the collaboration of ICT academy of Puducherry in March 2013. Our teachers are deputed to the University to attend syllabus restructuring programmes.

C) Percentage of Faculty:

Invited as resource persons: 28 %

Percentage of faculty participated in external workshops / seminars / conferences recognized by National/International and professional bodies for the last five years.

Sl. No.	Department	No. of faculty participated in	
		National Seminar / Conference/ Workshop	International Seminar/ Conference / workshop
1	Tamil	10	2
2	Economics	7	1
3	Zoology	4	1
4	Mathematics	2	1
5	Social Work	7	4
6	Chemistry	1	1

7	Public Administration	20	2
8	Commerce	5	1
9	English	1	1
10	Physics	3	2
11	Comp. Science	3	1
	TOTAL	**45**	**17**
	Percentage	**92%**	**35%**

Percentage of teaching staff presented research papers in external workshops/ seminars/ conferences recognized by National/International and professional bodies for the last five years.

Percentage of faculty members presented papers during last five years.

Sl. No.	Department	No. of faculty presented papers in	
		National Seminar / Conference/ Workshop	**International Seminar/ Conference / workshop**
1	Tamil	10	8
2	Economics	3	1
3	Zoology	1	1
4	Maths	1	1
5	Social Work	4	4
6	Chemistry	1	1
7	Public Administration	14	2
8	Commerce	3	1
9	English	0	0
10	Physics	3	2
11	Comp. Science	3	1
	TOTAL	**43**	**22**
	Percentage	**83%**	**42%**

2.4.4 What policies/systems are in place to recharge teachers? (e.g.: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

Teachers are encouraged to avail all the opportunities for academic improvement such as undertaking research, organizing national seminars, publishing the proceedings and applying for minor and major research projects.

Teachers are also allowed to attend orientation and refresher courses.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Nil

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

At the end of the semester, students are required to assess the performance of individual teachers in terms of a set of criteria such as academic quality and knowledge up dating, communicative ability, class room management and motivational capacity. Feedbacks are obtained from the students. Periodical statements from teachers on portions covered in the allotted classes are obtained. All Heads of the Departments have to write the confidential report of the individual teacher. The mandatory nature of this report has been found to be sufficient to alert the teachers on the aspects of academic accountability.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculties are aware of the evaluation processes?

Students are briefed about the process of evaluation by the tutors well ahead. Tests and model examinations are based upon the end semester examination pattern. The evaluation process is explained in the beginning of the semester itself by the tutors. Most of the teachers evaluate the answer scripts of students at the University central valuation centre. Class teachers prepare and inform the students' internal assessment method at the Post Graduation level.

2.5.2 What are the major evaluation reforms of the university that the

institution has adopted and what are the reforms initiated by the institution on its own?

Online submission of examination applications and issue of hall tickets are the major examination reforms of Pondicherry University that are adopted by this Institution. Internal assessment marks are given for the Foundation courses and Environmental Studies at Under Graduation level.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

All PG courses have internal assessment (internal marks 25%) and (external university marks 75%). The internal marks are awarded based on the performance of the students in seminars, assignments and class tests. Internal assessment is also carried out in part I language & common paper on Environmental Studies at degree level. Evaluation methods initiated by the University are meticulously carried out by the Institution.

2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

Formative evaluation involves a preliminary assessment of the strengths, weaknesses and required remedial processes with respect to each student. Summative evaluation is undertaken based on university guidelines. For example, the institution takes formative evaluation in English language for the 1st year degree students. The students are not aware of basic grammar. This is the weakest aspect to get through English language paper. A student should know the basics of English grammar. The English teachers take remedial classes to overcome this problem. Then the teachers go for summative evaluation by setting questions on the university pattern. Similarly, a student studying in 1st B.A. Economics requires some basic knowledge in algebra. Firstly, the teacher trains them at school level mathematics as formative evaluation. Subsequently the teacher goes for summative evaluation. This type of approach has positive impact on students' performance at the summative evaluation stage.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and

weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

Internal marks are awarded in all Post Graduate Departments. Transparency is maintained in internal evaluation process. Valued test papers are returned to the students. Assignments are given back after noting remarks. Communicative skills are expected while presenting seminar papers. Regular attendance is emphasized. Timely submission of assignments is also followed strictly. The students can also clear their doubts from the teacher concerned regarding the award of internal marks.

2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

Acquisition of fundamental as well as superior knowledge in the subject, development of practical and technical skills, attainment of communicative ability and imbibing moral and ethical values are some of the graduate attributes envisioned by the college. Expert lecturers NSS, NCC, community services, participation in cultural events and organizing various inter collegiate cultural and sports events including the celebration of 150th anniversary of Swami Vivekananda throughout the year mark the practices and programmes devised to attain these goals.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Head of the institution, Heads of Departments and Examination wing have been making all efforts to redress the grievances of the students.

1. After publication of results if any student is not satisfied with the results, he is permitted to apply for revaluation within 10days.
2. Head of the Department reports through the Head of the Institution in respect of out of syllabus questions in the University Examination.
3. The Head of institution permits the teachers to attend central valuation at Pondicherry University and to represent students' grievances regarding the question papers to the controller of examinations.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The staff and students are conscious of the immediate objectives of learning. A review is made immediately after the publication of the results. Each Department initiates to identify the students who need extra care and attention from the staff.

The college also ensures that after the completion of the courses, the students need to be comfortably employed or the students could pursue higher studies or chose their course of life as an impeccable citizen with holistic development.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The primary objective of teaching / learning process is to enable the students achieve the stipulated level of knowledge acquisition and skill development as required in the syllabus. Practical training programmes are also undertaken by the Departments to achieve the objective. The student results are monitored. The Head of the Department of the Department is to probe into the reasons for the short-fall in the results. The teachers are required to furnish periodical reports on the quantum of syllabus that they have accomplished in the classes assigned to them.

	2009-10	2010-11	2011-12	2012-13
Courses	**Pass %**	**Pass %**	**Pass %**	**Pass %**
B.A Tamil	41.18%	54%	81%	100%
B.A. Economics	37%	98%	60%	66%
B.Com	34%	13%	62%	10%
B.Sc Physics	100%	50%	40%	66.6%
B.Sc Chemistry	42%	58%	47%	64%
B.Sc Mathematics	0%	16%	46%	42%
B.Sc Comp. Sci.	75%	57%	75%	86%
B.Sc Zoology	67%	77%	38%	25%
M.A Tamil	100%	69%	100%	100%
M.A. Economics	17%	50%	30%	80%
M.Com	50%	72%	86%	82%
Public Administration	100%	80%	80%	100%
M.S.W.	80%	83%	82%	100%

Over the years, there is a progressing improvement in pass percentage both in the UG and in PG courses though there are some variations at UG level. Post Graduation has better results than Under Graduation.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Class room teaching, practical classes, internal examinations, class tests, soft skill development, workshops and site visits are the structural components of teaching and learning strategies. Class tests and continuous assessment form the assessment strategies of the Institution. Remedial measures are taken to correct the deficiencies.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

Course work is exclusively linked, adopted and disseminated to the students with the requirements of the employment market. Departments of Social Work, Chemistry and Zoology concentrate on field related course works. All the students are given an overview of opportunities in the diverse section of higher education and research. Departments of Commerce and Economics are fond of conducting programmes related to self – employment in the field of finance, banking and insurance. Teachers orient the students on the practical relevance of the subjects

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The feedback obtained from the students and alumni is available .This helps the Institution to identify the reasons as to why the outcomes of learning in some cases end in an unsatisfactory notes / failures. On identifying those reasons, the Institution could take remedial measures to make the outcomes successful in all cases.

Many B.A. final year students have cleared all major subject papers, but they could not get through part II English. The institution has planned to conduct UGC – remedial course to overcome this barrier of learning.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The Institution ensures that slow learners are given opportunities to resubmit the assignments or to make their presentation again in order to achieve the learning outcomes. After publication of the results, the tutors are compelled to ensure that future learning outcome should be result oriented. The remedial coaching classes are arranged to achieve the learning outcomes.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.   Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

The Institution and individual teachers use evaluation outcomes as an indicator for evaluating students' performance, achievement of learning objectives and planning. The performance of students in the final semester is closely observed to remove or rectify the stumbling blocks that the students face in successfully completing their courses. The pass percentage of Post Graduation is higher than that of Under Graduate students. There are meritorious students who have secured Gold Medals in Commerce, Economics, Public Administration and Social Work at PG level. Even in B.Sc. Chemistry a student has secured III Rank in University. One student of Tamil Department got I rank in Tamil and the Department keeps on producing 100% results in PG.

Any other relevant information: Women students outperform men students in the University examinations.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization? No

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

The college has a *Research Committee* to encourage and support the teaching staff to undertake research projects. Principal and the senior faculties are the members of the committee. The major responsibility assigned to the Committee is:

1. Providing information and research guidance to teaching staff members about various funding agencies.
2. Motivating the staff to publish article in the journals.
3. Encouraging staff members to complete their Doctoral Degree.

As a result, the college has organized National Seminars / Workshops.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

➤ autonomy to the principal investigator : Yes
➤ timely availability or release of resources: Yes
➤ adequate infrastructure and human resources: Yes
➤ time-off, reduced teaching load, special leave etc. to teachers:
➤ A reduced teaching load & special leave to the teachers are provided as per the requirements of the investigator.
➤ support in terms of technology and information needs

Network Resource Centre supports the investigators in terms of technology and information needed.

* Facilitate timely auditing and submission of utilization certificate to the funding authorities: Yes

* Any other: No

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Teachers with Doctorate Degree have been invested with the additional charge of enlightening students on various aspects of research such as data collection, analysis, documentation, printing and publication. Since the institution has not been acknowledged as a research centre in any of the disciplines, works on these lines have been motivational than formal. All science programs have only U.G. Programmes. M.A Economics, M.A. Tamil, M.Com, Master of Social Work, and M.A. Public Administration are the five PG courses available in the Institution. As a part of PG curriculum, all the teachers are required to guide students in the execution of Project Work / Dissertation as part of the course.

3.1. 5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Sl. No.	Name of Faculty	Department	No. of Ph.D awarded	No. of M.Phil awarded	No. of new Ph.D guiding
1	Dr.V.Arjunan, Associate Prof.	Chemistry	5	3	10
2	Dr.A.Irudayaraj, Associate Prof.	Economics	-	5	-
3	P.Sankaran, Assistant Prof.	Commerce	-	1	-
4	Dr. Md. Asaad Raza, Assistant Prof. & HOD	Public Admninistration	-	5	2
5	Dr.Selvaperumal, Assistant Prof.	Tamil	-	6	1
6	Dr.V. Lakshmanapathy, Assistant Prof.	Social Work	-	-	4

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Sl.No	Title	Period	Funding Agency
1	10 day workshop on Tamil classical literature	2013	Tamil Research Centre, Chennai

2	Workshop on Research Methodology in Social Sciences	2013	Malcolm Adiseshaiah Trust, Chennai
3	5 day Training Programme on E – literacy (IT for Non-IT) ICT academy	2013	ICT academy, Puducherry
4	10 day workshop on Tamil Grammar	2014	Tamil Research Centre, Chennai
5	One day workshop on Renewable energy resources	2012	Renewable Energy Agency (REAP), Puducherry
6	One day sensitization programme on Identification of fake currency	2013	RBI, Chennai
7	One day investors sensitization programme of UTI mutual funds	2013	UTI, Chennai
8	One day AIDS awareness program among college students	2012	VBEDS, Karaikal
9	Workshop on Life skill development	2014	HOPE Foundation.
10	Workshop on literacy criticism and feminism	2013	

3.1.7 Provide details of prioritised research areas and the expertise available with the institution.

All PG departments have the prioritized research areas and the expertise is also available in the institution.

Sl. No.	Department	Prioritized Research
1	Tamil	Tamil literature, Folklore
2	Economics	Child labor, Rural Livelihood opportunities
3	Commerce	Finance / Mutual funds
4	Public Administration	Corruption, Women Empowerment
5	Social Work	Counseling

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The college has arranged many expert lectures, National Seminars, Workshops and conferences with the primary purpose of facilitating an interface between students and eminent persons in the field of research and development.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus: NIL

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

The students of Social Work have created awareness about various Social problems. They shared their findings with NGOS in respect of counseling. Thiru. T. Kanagavel, HOD of Commerce was a part of Social audit committee to assess the effectiveness of impact of CSR projects of ONGC, Neravy.

The Department of Social work is the nodal agency for psycho-social care for Tsunami Victims of Karaikal along with NIMHANS Bangalore.

Dr. Rengaiyan, Assistant Professor of Physics has acted as a co-investigator of UGC-DAE CSR, Kolkata facility utilization project "Elemental Analysis of Traditional Medicinal Plants".

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research?
Give details of major heads of expenditure, financial allocation and actual utilization.

No. This college has not been granted the status of Research Center. Teachers engaged in major and minor research projects have been sanctioned funds for the purpose. The amount sanctioned under this head constitutes an insignificant proportion.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years? : No

3.2.3 What are the financial provisions made available to support student research projects by students?

Government of Puducherry is reimbursing the cost of the project work of PG students belonging to SC community.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Department of Social work and Public Administration have jointly conducted a National Conference on Human Rights. Research papers presented in the conferences have been reviewed jointly before publication. Moreover, Departments are collaborating in conducting surveys. Department of Economics has conducted workshop on *Research Methodology in Social Sciences* benefiting all the Post Graduate Departments.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Network Resource Centre, Library and Laboratory equipments are put to the maximum utilization by the staff for research work.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details: No.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

Nature of the project	Duration year from To	Title of the project	Name of the funding agency	Total grant Sanctioned	Received	Total grant received till data.

Minor project	Dr. Md. Asaad Raza, HOD of Public Administration 2013	Impact of education on socio economic conditions of women & empowerment in Karaikal	UGC	60,000	45,000	45,000
Minor project	Dr. Ganesh Kumar Asst. Prof. Economics (2014-16)	Child Labor in Karaikal	UGC	1,56,150		
Minor project	Mrs S.Geetha, Asso. Prof. in English 2013	Teaching Communicative English to the Students of AAGASC Karaikal.	UGC	75,000		
Major projects	Dr.P.S.Sujith Kumar , Asst Prof. Economics Completed (2009-11)	Globalization & Rural livelihood	UGC	4.6 lacks	4.6 lacks	4.6 lacks
Students research project	-Nil	-	-	-	-	-

3.3.Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

Laboratories, Chemicals and equipments, research journals, experts' guidance, Computers, internet etc are available to the students and the staff within the campus.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The Institution is in latent position of the strength in terms of competent workforce, convertible infrastructure, space and elaborates library facilities to conduct research oriented courses like M. Phil. The college has also requested the Government of Puducherry to start research courses like M. Phil.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments / facilities created during the last four years: No

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

Library facilities are made available to the students and research scholars from outside the campus (other institutions). Letters of introduction are provided to the students who wish to conduct research in other institutions. Students are also encouraged to interact with experts during their presence in the National Conferences and Workshops.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

Network Resource Center facility is available.

3.3.6 What are the collaborative researches facilities developed/ created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc: NIL

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

*Patents obtained and filed (process and product) : Nil
*Original research contributing to product improvement: Nil
***Research studies or surveys benefiting the community or improving the services.**

Social Work Department has conducted a survey on Child Dropout in a fishing village of Karaikal and has released a compilation of research work in a book form benefiting the community.

*Research inputs contributing to new initiatives and social development:

For a new social initiative, District Administration requested the Social Work Department to conduct a survey and to submit a report on Sanitation and Garbage conditions in Kariakal in 2014.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database? Nil

3.4.3 Give details of publications by the faculty and students: & Publication per faculty &Number of papers published by faculty and students in peer reviewed journals (national / international) &Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

(a) Publication per faculty:

Sl. No.	Name of the Faculty	No. of Publications
Department of Tamil		
1	Dr. Thenkovan	2
2	Dr. Selvaperumal	3
3	Dr. K. Sekar	1
4	Mr. Hassan Maraicar	1
5	Mrs. Latha	1
Department of Englsih		
1	Mrs. S.Geetha	1
2	Mrs. Meenatchi	1
Department of Economics		
1	Dr. A. Irudayaraj	3
2	Dr. Ganesh Kumar	15

3	Mr. G. Balasubramanium	2

Department of Commerce

1	Dr. K.P.Sivakumar	5
2	Mr. P. Madhan Mohan Gandhi	2
3	M. P. Sankaran	3

Department of Physics

1	Dr. R. Rengaiyan	9
2	Dr. Nagabalasubramanium	8

Department of Comp. Science

1	Dr. Annadurai	3

Department of Zoology

1	Dr. Jayalakshmi	5

Department of Chemistry

1	Dr. Arjunan	41

Department of Mathematics

1	Mrs. Soudjadha	4

Department of Social Work

1	Dr. S. Pandi	2
2	Dr. Sivakumar	8
3	Dr. Lakshmanapathy	4
4	Mr. Sunder Arumugam	10

Department of Public Administration

1	Dr. Md. Asaad Raza	12
2	Mr. Selvarajan	10
3	Mr. Chandrasekaran	5
4	Miss. Lalitha Tripourasundari	1

(b) Details of research publications of the staff.

Department	Research articles published		Books published	Books Edited	Chapter in Books	Staff with impact factor	Staff with Citation Index	SNIP / SJR / h-index
	National	International						
Tamil	2	-	3	-	-	-	-	-
English	2	-	-	-	-	-	-	-
Economics	19	-	-	-	-	-	-	-
Commerce	8	1	-	-	-	-	-	-

Maths	-	4	-	-	-	-	-	-
Physics	10	8	-	-	-	1(1.952)	-	-
Chemistry	10	29	2	-	-	1(2.098)	-	-
Com. Sci.	3	-	-	-	-	-	-	-
Zoology	5	-	-	-	-	-	-	-
Pub. Admn.	5	3	-	3	19	1(1.54)	-	-
Social Work	3	12	-	-	13	6 (1.54) (1.84)	-	-
Total	**67**	**57**	**5**	**3**	**32**	**3**	**-**	**-**

3.4.4 Provide details (if any) of

*research awards received by the faculty: Nil
*recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally

Sl. No.	Name of faculty	Title of Recognition	Year
1	Dr. V. Arjunan, Associate Professor in Chemistry	Marque's who is who in the world	2010
2	Dr.P.B. Nagabalasubramaniyan, Assistant Professor in Physics	Young scientist award at National Conference in Molecular Physics Puducherry.	2014

*incentives given to faculty for receiving state, national and international recognitions for research contributions: Nil

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The College has the Consultancy potential. However this is not a registered centre for consultancy service.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

One of the future plans of the College is to motivate the Departments to run consultancy service with the expertise of the staff and the students workforce.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The college has to develop a Structured Consultancy Policy. The staff members need to be encouraged accordingly. Being a Government College, it cannot formulate its structured consultancy policy without Government approval, even though there are the broad areas available for consultancy. However this college has made some steps in this direction:

1. Commerce Department has already initiated to help the administration in 'e' filling of I.T returns.
2. Social Work Department provides its consultancy on counseling of school and college students by conducting awareness programs.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years: Nil

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development? Nil

3.6 Extension Activities and Institutional Social Responsibility
(ISR)
3.6.1 How does the institution promote institution-neighborhoods community? Network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

NCC, NSS, Red Ribbon Club and Social Work Department are actively functioning in the college for promoting extension activities and ISR and they have developed a well-knit network with the neighborhood through students' involvement in community development programmes and special camps. They seek active participation of the community members. The students gain knowledge related to various social issues and learn the techniques to address the public. Their involvement in community helps them not only in their overall development but also for the sustainable Community Development. The NSS unit of the College has adopted villages for Special Camps. Majority of the staff of various Departments are interested to participate in extension activities. The college is also involved in

various activities entrusted by the District Administration. Recently the District Administration requested the College to conduct inter collegiate Cultural Competition and Marathon Rally to mark the Puducherry Tourism Day Celebration. The College itself wants to have a good inter departmental relationship. The College has been organising inter department Staff Cricket Tournament for the last two years.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The active involvement of the students in NSS and NCC activities shows that the students are imbibing good qualities making them as good citizens. NSS and NCC programmes such as Blood Donation, Road Safety and Traffic Regulations, Free Plastic Rally, Sapling Plantation and Campus Cleaning provide a variety of learning experiences which inculcate a sense of service and discipline among the students.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The Institution identifies three major categories of the stakeholders.

1. The students and parents
2. The University to which the college is affiliated
3. Major industrial and science organizations which permit the students for internship.

Consultations are carried out with them. Suggestions and demands are solicited. Their demands are forwarded to the Government for fulfillment. Feedback from the students, alumni and other stakeholders are analyzed. Reorientation of activities will be effected to meet the expectations, subject to rules and regulations of the Government.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The extension activities are undertaken by the NSS and NCC, The Social Work Department is also regularly organizing social outreach camps (Rural

Camps) to facilitate interactive programmes in the fields of hygiene, health etc., in collaboration with local population. NCC cadets are deployed for Traffic regulation and crowd management. Every year the budget provision for NSS regular activities remains to be Rs 9325/ and for special camp Rs. 22375/- The Government provides the amount for all NCC cadets (both schools and colleges) through NCC unit of Karaikal.

Sl. No.	Major NCC programmes	Major NSS programmes
1	Blood Donation	Blood group identification. blood donation
2	Beach Cleaning	Awareness programmes on AIDS, Malaria, Dengue, Hygiene, Breast milk feeding etc
3	Traffic Control	Campus cleaning
4	Deepavali crowd Management	Tree plantation
5	Free Plastic Rally	7 days special camp
6	Tree Plantation	
7	Campus Cleaning	

These outreach programmes have made a significant impact on the overall personality of the students.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

We have multiple units of NSS and NCC (including Girls wing started last year) which are fully functional in tandem with the nationally declared goals of these agencies. Students are comprehensively informed of the manifold benefits of joining these bodies such as personality development, Social utility and career augmentation.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The Departments of Social Work, Public Administration and Economics have conducted Social Surveys, Research on livelihood opportunities, problems of child labor, women empowerment and sanitation aspects. NSS and Red Ribbon

club also carried out surveys on the problems of the slum population. These works are undertaken by the College to ensure social justice and to empower women.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Social Interaction skill is a manifest outcome of performances. Self esteem, social orientation, community interaction and earning skills are inculcated through the extension activities.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Our students are unique in the involvement in reach out activities. Every student enrolled in the College in general and enrolled in NCC/NSS in particular is interested to save one's life by donating blood. This readiness is the strength of the college and it has earned a great respect among the public for both the staff and the students. Peer enlightenment and encouragement for blood donation is another remarkable aspect indicative of students' contribution to the Community Development. Women NCC cadets are also interested in participating in all extension activities.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

By virtue of manpower, infrastructure and space, this Government College occupies an important place. The college has developed constructive relationship with various agencies for the development of infrastructure and for working on various outreach and extension activities.

The college has a close rapport with Karaikal Collectorate, Tourism Department. Education Department, PWD, Electricity Department and NGOs. This college has been the centre for election. Any NSS/NCC/Sports/Rally starts only from this campus. As a noble gesture, this College has also given temporary accommodation to National Institute of Technology.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Sl.No.	Name of faculty	Name of award	The organization which provided award	Year
1	Mr. Madhan Mohan Gandhi, Asst.Prof.in Commerce	Best NCC officer award	NCC Unit	2011
2	Dr. S. Pandi, HOD Social Work	Best partnership award	Hope Foundation, Tranqubar.	2012
3	Dr. A. Irudayaraj, Asso.Prof. in Economics	Inspiring Teachers award	Regional Hr. Sec. School, Nedungadu.	2012
4	Sowda Ummal, Asst. Prof. in Tamil	1.Avvai Award 2.Tamil Chudar 3.Kappiya seer Kavalar 4. Annai Kadeeja	1.Lion's Club 2.Tamiliya Kalvi Kazhagam, 3.Kappiya Kazhagam, Karaikal 4. Trichy	2012 2013 2013
5	Mr. Asan Maricar Asst. Prof. in Tamil	Kalaikku Mamani	Artist Association, Karaikal	2013
6	S. Nagaraj Asst. Prof. in Zoology	Best paper presenter	ADM College, Nagapatinam.	2013
7	K. Selvarajan Asst. Prof. in Pub. Admn.	Loganathan prize for best paper	National conference, Ponnery	2011
8	Dr. P.B. Nagabala Subramanian Asst. Prof. in Physics	Best poster presenter award	International conference, Cuddalore	2013

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

This College is collaborating with various agencies for academic, extension, research and placement. Most of the Departments have collaborated with various agencies.

Sl. No.	Name of Department	Collaboration
1	Tamil	Pondicherry University, PG centre, Puducherry, Tamil Research centre, Chennai
2	Economics	Pondicherry University, Malcolm Adiseshia Trust, Chennai
3	Commerce	Pondicherry University, Karaikal campus, UTI Mutual funds, Chennai
4	Public Administration	Madras University, Pondicherry University
5	Zoology	Renewable Energy Agency, Puducherry
6	Social Work	1.HOPE FOUNDATION 2.AVVAI 3.SNEHA 4.ONGC 5.NIMHANS 6. IIDS 7.GOVT. DEPTS.

Collaboration with various institutions helps the departments to organize Seminars, Training Programmes, Internship, Placement and other extension activities.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution: NO

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Industry-Institution-Community interactions facilitate to increase the infrastructure facilities. For example, Oil & Natural Gas Corporation (ONGC) has helped to renovate the girls' waiting room and to provide some laptops. Seminars and Conferences have been organized in the campus in collaboration with Universities, Research Centers, Government organizations and Non- Government organizations. Placement drives are also organized on a regular basis.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Sl. No.	Name of the visitors	Title of Seminar/Conference	Year	Funding organisation
1	1.Dr. (Captain) Raja, Madurai Institution of Social Work 2. Dr. Sekar NIMHANS, Bangalore	National Conference on Strategic Intervention for Improving the Marginalized.	2012	UGC
2	Dr.Lalitha Ramakrishnan, Centre-Head, Pondicherry University, Karaikal Campus	National Seminar on Human Rights victims and rehabilitation	2012	UGC
3	Dr. Govindarajan, Asso. Prof. Presidency College& Dr. Srinivasan, Former Member, Tamil Nadu Planning Commission	National Seminar on Globalization and livelihood opportunities.	2013	UGC
4	Dr. Sanjeev Sharma, Prof. & Head,	National Seminar on Role of Legislature,	2011	UGC

	Political Science Chaudary Charan Singh University, Meerutt. Dr. Mohanan Pillai, Prof. of Politics & International Studies, Pondicherry University	Executive and Judiciary in Indian Democracy.		
5	Dr. P. Madurai Veeran, Asso. Prof. in Public Admn. Presidency college, Chennai	National Seminar on Administrative Reforms in India	2013	UGC

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

a) **Curriculum development/enrichment:**

Teachers have been deputed to attend syllabus revision. HOD Public Administration Department has recently attended a syllabus revision meeting at Pondicherry University. Social Work department is going to have a choice based credit system for M.A Social Work from the year 2014-15 onwards.

b) **Internship/ On-the-job training:**

The students of Social Work are selected for internships. Block placement is a part of syllabus in M.A. Social Work.

c) **Summer placement: Nil**

d) **Faculty exchange and professional development**

ICT academy, Puducherry has contributed to the professional development of the teachers by organizing 5 day training on e-literacy.

e) Research:

The University is a regular Research Centre to collaborate with the research works of the teachers working in affiliated colleges. They make use of expertise of the faculty of the university and its library resources.

f) Consultancy: Nil

g) Extension:

NSS, NCC and Red Ribbon Club engage in extension activities.

h) Publication:

So far four Conference Proceedings have been published in the form of Book with ISBN.

i) Student Placement:

Campus Interviews have been conducted.

j) Twinning programmes: Nil
k) Introduction of new courses: Nil
l) Student exchange: Nil
m) Any other: Nil

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

The College is in formal linkage with the relevant Government Departments and Organizations with respect to execution of their social and academic initiatives along with the participation of the student community.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

We follow a policy of unreserved support to any activity that caters to the enhancement of the academic quality, practical skills and career options for our students. The various facilities and agencies functioning in the campus are

accorded with the freedom to enter into collaborations with any external organizations in this regard, subject to Government rules and regulations. Though formal arrangements are not made, one of the plans of the College is to ink MOU with industries and institutions for the departments which have the potential in this direction.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

5.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The College has adequate physical facilities and infrastructure for the existing academic programmes and administrative functions, co-curricular and extracurricular activities. The college campus is spread over an area of 10.07.00 hectares of land. It has 11 Departments with well furnished class rooms and a decent number of class rooms have the provision of LCD, Science Laboratories, Language Lab, Computer Lab, Network Resource Centre, Smart Class Rooms, and spacious Sports Grounds for various games, Canteens with sitting facilities and a State Bank ATM centre. One multipurpose Indoor stadium is nearing completion.

The College students have excellent transport facilities. The College is located very near to Karaikal Bus Stand. The Government of Puducherry plies a number of students' buses at a very subsidized rate in the morning and evening to provide safe travel to the students. All kinds of stationery materials are available in the Cooperative Store of the college. The Govt. of Puducherry has given space to accommodate National Institute of Technology in our premises as a temporary measure.

The College has a commendable policy that a good teaching and learing environment should be promoted and sustained at any cost.

4.1.2 Detail the facilities available for

a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc**.

1. There are 35 class rooms in the College. All the class rooms are well furnished.
2. English and Computer Science Departments have Smart Class Room facilities.
3. There are 4 Science Laboratories and 1 Computer Lab and one Language Lab.

Every Department has its own staff room. This gives enough space for tutorial work. Some Departments maintain their own library in addition to the Common / General Library.

The College has a dynamic website which disseminates all the information about the College. The College has a garden and a pond. Public Works Department is taking up the pond renovation, beautification and construction of revetment.

The College has internet facility for staff and students. All Departments have Computers, Printers and Internet Connectivity. Some Departments have LCD Projectors, OHPs and interactive boards which facilitate teaching and learning.

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Selection and training in games such as Cricket, Badminton, Tennis and other athletic events are regularly conducted. Indoor Multipurpose Stadium is almost ready. The gymnasium work is going to be taken up.

There are two NCC wings. One is for boys and another one is for girl students. One NSS unit is functioning in this College. Records of NCC / NSS students who have participated in various events including Republic Day Parade, Special Training Camps etc. are maintained. The College has organized many cultural programmes. It also conducted intercollegiate cultural programmes. Many departments have also arranged Debates and Elocution Competitions for the cultural festival of the Institution in order to develop the public speaking skills and communicative ability of the students.

Invited talks by experts in the field of medicine and public health on the topics of personal and social hygiene are regularly organized. Sanitation drives by the staff and the students are undertaken in and around the campus. Girl students are frequently sensitized on the safe practice of maintenance of personal hygiene. Retiring room for girls and women staff members is provided with recreational

facilities such as Chess, Carom etc., facility for disposal of sanitary materials for girls is also present in the waiting room in the campus.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The College has a perspective plan and it plans much in advance. The availability of physical infrastructure is in line with academic programmes. This College seeks adequate funds while presenting budget estimates to the Government. In addition to the Government finance, UGC funds are used to develop infrastructure. The College also seeks the sponsorship to enhance the infrastructure.

1. Library Renovation work: The Government of Puducherry has used the library hall for the purpose of election. The Government has renovated the floor and staircases and decorated the library with electrical fittings.
2. Digital Lab/ Micro Processor Lab is under construction.
3. Electricity department has started the work of installing HT Power Transformer in the campus.
4. Government has provided funds for purchasing lab equipments for Physics, Zoology and Chemistry Departments.
5. Multi-purpose indoor stadium funded by UGC is about to be completed.
6. Two smart class rooms are made available.
7. Computers with internet connectivity to all Departments are provided.
8. Sufficient furniture are procured and distributed.
9. Water purifier instruments are installed in all Departments.
10. Play ground is leveled for conducting various sports.

The available infrastructure is optimally utilized.

The College is utilized to the maximum extent. This is the centre for election Strong Room. This is used for conducting competitive examinations. Our play ground is used by other students and even public. NIT students and Pondicherry University, Karaikal Campus students are also using it. Inter Departmental Cricket and other events are conducted in the premises. The College is a centre for conducting University examinations like Distance Education Examinations, B. Ed

examinations, entrance examinations etc. This College is at present housing National Institute of Technology.

Further plan is to give face lift and to renovate this forty year old college building.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

As far as the transportation is concerned, the Government plies special buses for students from various routes. They stop near the College for safe and timely travel. Special arrangements are made for the students with physical disabilities by allowing them to write University examination in the ground floor and with scribes for Visually Challenged.

4.1.5 Give details on the residential facility and various provisions available within them:
* Hostel Facility – Accommodation available

Majority of the students get accommodation in Government hostels run for SC, OBC and Minorities. Government staff quarters are also available to the staff members.

➢ Recreational facilities, gymnasium, yoga center, etc.
➢ Computer facility including access to internet in hostel
➢ Facilities for medical emergencies
➢ Library facility in the hostels
➢ Internet and Wi-Fi facility
➢ Recreational facility-common room with audio-visual equipments
➢ Available residential facility for the staff and occupancy, constant supply of safe drinking water
➢ Security

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

First-aid is available to the students in the College. Government Primary Health centre is functioning off the campus. Treatment is available at PHC for any emergency. NSS students conduct Health Camps. Social Work Department and

NSS unit conduct Seminars/Lectures in creating awareness in health on the campus and off the campus.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Canteens are functioning inside the campus. Separate facilities have been provided to girls and boys for recreational intervals. A retirement cum recreation room for girls and an open park for boys exist in the campus. Water purifiers have been installed in all Departments.

At present, National Institute of Technology is using I floor and II floor of a building. NIT is expected to vacate the campus next year. Under such circumstances, sufficient number of rooms will be available to accommodate IQAC etc.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the Library has an Advisory Committee consisting of the Principal, Librarian and three faculties.

The significant initiatives implemented in 2012 by the committee to make Library user-friendly are:

1. To buy a water purifier for the Library
2. To buy a Xerox machine
3. To fix a notice board in the Library
4. Repairing and painting of furniture.

In the year 2013, the Committee recommended the following.

1. Three computers for the use of students to make access to the internet.
2. To buy a vacuum cleaner

3. The Committee advised to buy new books
4. The Committee advised to condemn the damaged books.

4.2.2 Provide details of the following:

* Total area of the library (in Sq. Mts.): 731 sq.mts.
* Total seating capacity: 125
* Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

On holidays – Remains closed.

8:45 am to 4:30 pm in all working days.
8:45 am to 4:30 pm during vacation.
8:45 am to 4:30 pm before examination days
8:45 am to 4:30 pm during examination days

* Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Separate reading enclaves for students and teachers, reference section, PG and UG sections, Stack, Journals and Periodical Section and enquiry cum issue desk.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Live contact is maintained almost with all the major publishing houses and the annual catalogues are obtained promptly. The requirement of books and journals is prepared by the respective Heads of the Departments based on the availability of funds and they submit it to the Principal for getting sanction from the authority. Books and journals are ordered and are purchased after proper sanction.

4.2.3 (i): Availability of Library Books

Sl. No.	Subjects	No. of books available in the Up to 2009	No. of books added 2010-11	No. of books added 2011-12	No. of books added in the year 2013	Total No. of books as on date
1	Tamil	14788	249	37	-	15074
2	English	5425	44	-	-	5469
3	Hindi	1400	-	-	-	1400
4	French	1202	-	-	-	1202
5	General Reference	1939	-	71	4	2014
6	Social Work	1083	-	-	-	1083
7	Public Administration	756	-	5	-	761
8	Maths	2603	132	12	-	2747
9	Physics	3702	87	12	-	3801
10	Chemistry	3339	78	9	-	3426
11	Zoology	3292	89	11	-	3392
12	Botany	2544	-	-	-	2485
13	Commerce	5199	82	6	86	5376
14	Economics	6387	67	19	-	6473
15	Computer Science	1330	67	12	63	1472
	TOTAL	54989	836	194	156	56175

4.2.3 (ii) : Procurement of New books and journals

Library hold	2010-11		2011-12		2012-13		2013-14	
	No. of Books	Amount Rs	No. of Books	Amount Rs	No. of Books	Amount Rs	No. of Book	Amount Rs
Text books & reference book	836	1,52,740	194	51,645	-	-	156	65,296
Journal / Periodicals	-	-	37	-	37	-	37	-
e-resource	-	-	-	-	-	-	-	-
Any other	-	-	6	-	6	-	6	-

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

* OPAC : Nil
* Electronic Resource Management package for e-journals: Nil
* Federated searching tools to search articles in multiple databases: Nil
(Creation of Database for whole library is under progress)
* Library Website: Nil
* In-house/remote access to e-publications: Nil
* Library automation: Under progress
* Total number of computers for public access: 3
* Total numbers of printers for public access: 1
* Internet band width/ speed 2mbps 10 mbps GB):
        Resource sharing   Network through inflibnet.
* Institutional Repository: News papers, career books, employment journals etc.
* Content management system for e-learning --Nil
* Participation in Resource sharing networks/consortia (like Inflibnet):
INFLIBNET

4.2.5 Provide details on the following items:

- Average number of walk-ins: **175**
- Average number of books issued/returned: **100**
- Ratio of library books to students enrolled: **87:1**
- Average number of books added during last three years: **115**
- Average number of login to OPAC: **Nil**
- Average number of login to   e-resources: **50**
- Average number of e-resources downloaded/printed -Nil
- Number of information literacy trainings organized:

        User   orientation through training and exhibition.
- Details of "weeding out" of books and other materials: **Nil**

4.2.6 Give details of the specialized services provided by the library

- Manuscripts : **Nil**
- Reference: Separate reference section
- Reprography: **Nil**
- ILL (Inter Library Loan Service): **Nil**

➢ Information deployment and notification (Information Deployment and Notification)

Notice board to carry information on new arrivals. An inventory of email address of regular users among teachers and students used for communication.

➢ Download: **Members are allowed to download the information they require.**
➢ Printing: **Printing of documents is facilitated.**
➢ Reading list/ Bibliography compilation : **Provided as per requirement**
➢ In-house/remote access to e-resources: Nil
➢ User Orientation and awareness : **Yes, formal training imparted**
➢ Assistance in searching Databases: **Provided to the users**
➢ INFLIBNET/IUC facilities: **Inflibnet available**

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

1. User education
2. Assistance for catalogue searching
3 Tracking of titles
4. Reminders and acknowledgments
5. Notice Board display
6. Internet Browsing

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The service of the library staff is made available to the visually / physically challenged persons and books are directly issued to them on their own request.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Yes, Feedback is obtained from the users. Internal corrections and reorganization are effected based on scrutiny of the feedback.

4.3   IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Number of Computers with Configuration (provide actual number with exact configuration of each available system)

50 computer system with Dual Core, Core -2- Duo, Ram 2 GB HDD with storage capacity ranging between 40 GB and 120 GB HDD 100 GB to 500 GB and memory ranging between 1 GB and 2 GB.

• Computer-student   ratio: 1:16
• Stand alone facility: -Nil
• LAN facility: - Nil
• Wifi facility: - YES
• Licensed software : ---

Windows 7 (inbuilt with system) Linux (inbuilt) Application system: Visual Studio. Net working software: Windows server 2008
• Number of nodes/ computers with Internet facility – 50 Systems.
• Any other – NIL

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Every Department of the College is provided with computers and internet connection. Computer lab has 22 computers. Facility for internet browsing is also available. The campus is also surrounded by numerous private browsing centers.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Financial assistance has been sought for the upgradation of the ICT resources in the campus. ICT academy also conducted training for the staff. There is also a proposal to conduct the training for non – IT staff in the coming years.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Item	2010-11	2011-12	2012-13	2013-14
Budget for procurement, upgradation & deployment of computers	1452326	-	-	-

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Students and teachers who are not conversant in ICT are provided training in the use of computers. Teachers are encouraged to use computer for research work and class work. Students are encouraged to make seminar presentations in the power point format. Network Resource Centre is opened to the benefit of staff and the students.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Computers and internet are made available to students for the purpose of resource collection. Statistical packages related to project work is conveyed to the students with the help of ICT. Study materials and latest topics are downloaded.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

INFLIBNET is accessible at the General Library

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Campus Facilities	2010-11 Amount Rs.	2011-12 Amount Rs.	2012-13 Amount Rs.	2013-14 Amount Rs.
Building	-	-	-	424000
Furniture	258647	-	-	-
Equipment	285500	202120	-	925000
Computer	1452326	-	-	-

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

Various committees are appointed by the Principal to submit annual verification reports on the condition of infrastructure and the stock of science laboratories, Computer Lab and the General Library. This annual verification process really helps the College to prepare proposals needed for the further development, maintenance, renewal and condemnation of infrastructure, furniture and equipments of the College.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

Annual Maintenance Contract for service of computers and other gadgets is in place. Regular service of sensitive equipments is carried out by the supplying firms.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?
Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Sensitive equipment in various Departments have been safely installed in secured premises. Spike-free electricity is ensured through digital UPS and inverter systems. The College has already given funds to the Electricity department, Karaikal to install a transformer inside the College campus to avoid power fluctuations.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The prospectus is supplied free of cost to every student who applies for admission in the College and the students who are enrolled is provided with calendar cum handbook which provides information on the following aspects. 1. Staff of the college 2. Annual Academic Calendar for the year, courses of study, payment of fees, admission and withdrawals. The calendar also includes information on College Council, the tutorial system, rules of attendance, discipline, conduct and behavior, Library and reading room, physical education, NCC and NSS, students' cooperative stores etc.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Sl. No.	Year	Scholarship Type	No. of Students	Amount paid Rs.
1	2009-10	Government of Puducherry, SC – Scholarship	64	2,00,165
2	2010-11		79	1,69,400
3	2011-12		107	2,57,380
4	2012-13		133	4,10,500

The Government of Puducherry is providing SC scholarships. Nearly 25% of our students are the beneficiaries of SC scholarship. Besides scholarships, Social Welfare Department and Adidravidar Welfare Department are running hotels for SC and OBC students of Karaikal district. Nearly 60% of the students belong to OBC categories. Both SC and OBC students are accommodated in the free Government hostels as required by the students and the applications for the hostel accommodation are forwarded to the above departments by the Principal.

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

Sl. No.	Agencies	No. of students who received scholarship (Percentage)
1	State Government	99.70%
2	Other National Agencies	0.30%

5.1.4 What are the specific support services/facilities available for

* Students from SC/ST, OBC and economically weaker sections

30% of the students belong to SC and 60% belong to OBC categories. Most of the students are economically weak. They are given specific support through reservation in admission, recommendation for financial assistance and hostel accommodation.

* Students with physical disabilities

Scribes are allowed for visually challenged students to write examination. Tutors take special care of the differently abled students. Special needs of them are met with utmost care and concern whenever the need arises.

* Overseas students: Nil

* Students to participate in various competitions/National and International

Students are encouraged to participate in various competitions/National/State etc. They are given proper training. Travel and daily expenses are also provided to the students who are participating in competitions at different places.

* Medical assistance to students: health centre, health insurance etc.

First Aid facilities are available at the campus. Reference is made to the Government health centre situated adjacent to the College.

* Organizing coaching classes for competitive exams

Coaching is given to the students who aspire to write NET, Bank Examinations, State Service etc.

* Skill development (spoken English, computer literacy, etc.,)

Communicative English is taught under Coaching Classes for competitive examinations. Physics, Commerce, Economics, Mathematics and Public Administration have Computer papers. Other students can also learn computer in Network Resource Centre and Department computers are also used by the students.

* Support for "slow learners"

The last hours are reserved as tutorial hours meant for doubt clearance and remedial teaching. Advanced learners are asked to help slow learners on the principle of "Each one Teach one". Retests are also conducted for those who fall behind in the internal examinations.

* Exposures of students to other institution of higher learning/ corporate/business house etc.

The students of Physics, Chemistry, and Zoology visit the industrial sites, Public sector units, marine institutions etc. Post Graduate students are encouraged to participate in seminars conducted in other colleges and research institutes. PG students are requested to go to other institutions for survey, Block Placement and internship. The participation of students in quiz competitions, cultural events and literary festivals organized in other colleges is also ensured.

* Publication of student magazines

Literary works of BA Tamil students are compiled.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The College organized Workshops and Training Programmes for promoting entrepreneurship. Several workshops were conducted under the aegis of counseling and career guidance cell, Workshops on employability quotient, women entrepreneurship and financial planning for young investors etc. are arranged by

them. The students are permitted to attend training programmes on entrepreneurship. Zoology students attended training programme on ornamental fish keeping and breeding and also attended awareness programme on employment prospects and entrepreneurship in marine sciences. Commerce and Economics students gained adequate knowledge on entrepreneurial development.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and cocurricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

* additional academic support, flexibility in examinations
* special dietary requirements, sports uniform and materials
* any other

Co-curricular activities are given much importance.

The students who participate in extracurricular and co-curricular activities are given attendance during their absence. Model exams are conducted on dates convenient to them.

Re-examinations are also conducted for the participants and grace marks are provided to them.

A circular recognizing their participation/winning is circulated in all classes. Prize/awards are displayed.

Refreshment is provided to the participants in Sports, NCC and NSS. Sponsors are encouraged to provide dietary requirements of the players. Sports uniform and materials are provided with the financial support of College and sponsors.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Coaching classes are being conducted for the final PG students in order to enable them to appear NET/SLET under UGC fund. Coaching classes for other competitive examinations are also conducted under UGC assistance. The coaching classes for competitive examinations aim to train the students in specific ways of acquiring communicative skills, soft skills, interview skills and to motivate the

final UG students to take interest in competitive examinations. Numerical aptitude, logical reasoning and language aptitude are some of the components taught to the students appearing for clerical examinations (IBPS& SSC).

Sl. No.	Name of the Examinations	No. of students appeared	No. of students Qualified
1	NET/SLET	75	3
2	Banks, State Govt. (LDCs, UDCs, Teachers Police and other services)	120	50

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Academic counseling is provided during tutorial hours by the concerned teacher. The Intra department committees have been formed for personal counseling of students. Women Welfare Cell looks into the personal problems of girl students. Career related counseling is organized by the Placement Cell.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Career Guidance Cell engages classes on soft skill development by utilizing the services of both the members of the faculty as well as the experts from various fields. It is training the students for face to face and Group Discussion types of interviews. Thus the Placement Cell is promoting students' accessibility to campus interview opportunities.

Sl. No.	Employers	No. of Students Participated	No. of Students placed
1	Malhu –Infotech (2012)	85	59
2	Eureka Forbes (2013)	40	20
3	ILM, Chennai (2013)	15	05
	TOTAL	**140**	**84**

52% of the students who participated in the Campus Interviews got selected.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Individual grievances, pertaining to academic matters are disposed of at the department level to the satisfaction of the complainant. Other grievances are dealt by Discipline Committee, Grievances & Redressal Committee. During the last four years the collective grievances mostly reported are:

1. Inadequate fans and lights in the class rooms.
2. Broken furniture in the class rooms.
3. Improper cleaning of class rooms and toilets.
4. Lack of canteen facility.
5. Inability to pay tuition fees on time.
6. Extension of last dates of payment of examination fees.
7. Condoning absence in classes due to unforeseen circumstances
8. Installation of Anna statue at the premises and faculty shortage.

The above problems were addressed and most of them solved. Education department, Government of Puducherry is expected to fill up the vacant posts either by transfer or by UPSC appointment.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

Even though the College is a co-educational institution, the students are matured and cultured enough not to give any room for any unwanted situation.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Anti-ragging Committee organizes awareness campaigns on the rules and provision of various laws against ragging. The relevant provisions of the Act and consequences of indulging in ragging are included in the prospectus. If there is a formal complaint in this regard, the Principal is to form an enquiry commission to verify the genuineness of the complaint. Those booked for minor offences are required to go through the disciplinary process recommended by the commission. In case of evidence of serious offences noticed by the commission, the finding is forwarded to the police. Anti-ragging Committee is very vigilant throughout the

campus during the time of entry of freshers. No complaint has been reported in this regard for the last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

Scholarships and hostel accommodation are extended to the students. Endowments formed by retired teachers and ONGC motivate and recognize the meritorious students.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, The College has an Alumni association and it has a glittering galaxy of eminent people from all walks of life.

During the alumni meeting, students are encouraged to interact with alumni so that they can share their rich experiences in their fields and give their suggestions for updating the curriculum.

The College is also inviting the alumni to inspire the present set of students by guest lectures.

The alumni help the present set of students in getting placement, arranging industrial visits and block placement in their own working place. The Alumni helps by pointing out the strengths and weakness in teaching – learning process.

The long felt grievance of the students was to install the statue of Anna at the premises. Alumni Association has fulfilled the grievance by installing a majestic bronze statue of Late. C.N. Annadurai within the College.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.
Student progression %

(i) Students Program

Sl.No.	UG to PG	2009-10	2010-11	2011-12	2012-13
1	B.A(Tamil)	90%	90%	90%	60%
2	B.A (Economics)	30%	30%	40%	40%
3	B.Com	3%	9%	2%	4%
4	B.Sc (Chemistry)	27%	-	-	4%
5	B.Sc (Mathematics)	50%	-	26%	9%
6	B.Sc Comp. Sci	60%	60%	60%	60%
7	B.Sc (Zoology)	10%	8%	3%	2%
8	B.Sc (Physics)	80%	80%	80%	80%
9	MSW	-	-	-	-
10	Public Administration	-	-	-	-

(ii)

Sl.No.	PG to M.Phil	2009-10	2010-11	2011-12	2012-13
1	Tamil	95%	95%	90%	95%
2	Economics	2%	2%	3%	3%
3	Commerce	-	2%	2%	-
4	Chemistry	4%	-	2%	2%
5	Mathematics	-	-	-	-
6	Comp. Sci	-	-	-	-
7	Zoology	1%	1%	-	-
8	Physics	60%	60%	60%	60%
9	MSW	6%	6%	6%	6%
10	Public Administration	1%	1%	1%	1%

(iii)

Sl.No.	PG to Ph.D	2009-10	2010-11	2011-12	2012-13
1	Tamil	12%	12%	-	-
2	Economics	-	-	-	-
3	Commerce	-	1%	-	-
4	Chemistry	-	-	-	-
5	Mathematics	-	-	-	-
6	Comp. Sci	-	-	-	-
7	Zoology	-	-	-	-
8	Physics	-	-	-	-
9	MSW	-	-	-	-
10	Public Administration	-	-	-	-

(iv) Employed / Campus

Sl. No.	Course	2009-10		2010-11		2011-12		2012-13	
		Campus	Other than campus	Campus	Other than campus	Campus	Other than campus	Campus	Other than campus
1	Tamil	-	25%	-	30%	-	40%	-	40%
2	Economics	1%	2%	1%	2%	1%	2%	1%	2%
3	Commerce	-	11%	-	11%	-	11%	-	11%
4	Chemistry	2%	80%	2%	80%	2%	80%	2%	80%
5	Mathematics	-	66%	-	-	-	21%	-	18%
6	Comp. Sci	-	30%	-	30%	-	30%	-	30%
7	Zoology	4%	-	-	-	3%	-	-	-
8	Physics	20%	-	20%	-	20%	-	20%	-
9	MSW	8%	21%	8%	21%	8%	21%	8%	21%
10	Public Administration	-	2%		2%	-	2%	-	2%

(v) Self Employment / Entrepreneurship

Sl. No.	Course	2009-10		2010-11		2011-12		2012-13	
		Campus	Other than campus	Campus	Other than campus	Campus	Other than campus	Campus	Other than campus
1	Tamil	-	-	-	-	-			
2	Economics		2%		2%		2%	-	2%
3	Commerce		20%		20%	-	20%	-	20%
4	Chemistry	-	-	-	-				
5	Mathematics	-	100%		18%	-	15%	-	31%
6	Comp. Sci	-	10%		10%	-	10%	-	10%
7	Zoology	-	-1%	-	-		-		-
8	Physics	-	60%		60%	-	60%	-	60%
9	MSW	-	-	-	-		-		-
10	Public Administration		9%		9%	-	9%	-	9%

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Course	2009-2010		2010-2011		2011-2012		2012-2013	
	COMPLETION RATE	PASS%	COMPLETION RATE	PASS%	COMPLETION RATE	PASS%	COMPLETION RATE	PASS%
B.A.Tamil	95%	42%	95%	54%	90%	81%	90%	100%
B.A. Economics	90%	37%	95%	98%	90%	60%	85%	66%
B.Com	80%	34%	85%	13%	90%	62%	90%	10%
B.Sc Physics	100%	100%	100%	50%	-90%	40%	100%	66%
B.Sc Chemistry	95%	42%	90%	58%	95%	47%	90%	64%
B.Sc Mathematics	100%	0	90%	16%	95%	46%	90%	42%
B.Sc Computer science	95%	75%	98%	57%	90%	75%	85%	86%
B.Sc Zoology	90%	67%	95%	77%	90%	38%	90%	25%
M.A.Tamil	100%	100%	100%	69%	100%	100%	100%	100%
M.A. Economics	100%	17%	100%	50%	100%	30%	100%	80%
M.Com	100%	50%	100%	72%	100%	86%	100%	82%
Public Administration	100%	100%	100%	80%	100%	80%	100%	100%
M.SW	100%	80%	100%	83%	100%	82%	100%	100%

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Final year students are counseled on courses and institutions for career advancement. Aptitude tests are conducted on the campus to apprise the students of the respective strengths and weaknesses. Campus interviews are arranged. Letters of reference and recommendations are provided to students seeking appointment in various capacities.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The students who are found to have a sagging morale and deficient motivation are counseled by the concerned faculty and if necessary the guardians are contacted to make a concerted effort to lift them from the risk of failure. Assistance in terms of money, materials and moral support is provided by the

teachers to those who are in difficulty. As a result, the dropout percentage in this Institution is very low (1% to 2% only).

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Sl. No.	Sports and Games	Extracurricular activities	Cultural Activities
1	Volley Ball (Men and Women)		
2	Table Tennis (Men and Women)	NCC – parade	Rangoli
3	Ball Badminton (Men and Women)	NCC-IGC Trichy	Singing
4	Cricket (Men)	NIC at Karnataka	Quiz competition
5	Hand Ball (Men)	NIC at Andhra	Elocution
6	Foot Ball (Men)	NIC at Kalpakam	Mime show
7	Kho – kho (Men and Women)	NIC at Assam	Folk dance
8	Kabaddi (Men)	NCC – awareness Rallies.	
	Track and field events		
1	100 M (Men and Women)	NCC – Blood Donation	
2	200 M (Men and Women)	NCC – Traffic Regulation	
3	400 M (Men and Women)	NSS - Blood donation	
4	800 M (Men and Women)	NSS- Awareness rallies	
5	1500M (Men and Women)	NSS- Special Camp	
6	5000 M (Men and Women)	NSS-Campus cleaning	
7	10000 M (Men)	NSS – Tree plantation	
8	Broad Jump (Men and Women)		

9	High Jump (Men and Women)		
10	Triple Jump (Men and Women)		
11	Shot put (Men and Women)		
12	Discuss Throw(Men and Women)		
13	Javelin Throw (Men and Women)		

DETAILS OF PARTICIPATION AND PROGRAMME CALENDAR. SPORTS AND GAMES

Sl. No.	Date	Event	Achievement
Intercollegiate Tournament			
1	08.10.2009	Swimming (Men)	Participation
2	08.10.2009-09.10.2009	Athletics (Men & Women)	-do-
3	09.09.2009	Ball Badminton (Men)	-do-
4	2010-11	Swimming (Men)	-do-
5	2010-11	Athletics (Men & Women)	-do-
6	2010-11	Ball Badminton (Men)	-do-
7	05.09.2011to 06.09.2011	Ball Badminton (Men)	-do-
8	05.09.2011to 06.09.2011	Kho – Kho (Men)	-do-
9	31.10.2011	Weight lifting (Men)	-do-
10	21.09.2011 to 30.09.2011	Cricket (Men)	-do-
11	13.10.2011 to 14.10.2011	Table Tennis (Men)	-do-
12	10.11.2011 to 13.10.2011	Athletics (Men)	-do-

Inter University Tournament				
13	25.12.2009 to 30.12.2009	Foot Ball (Men)	Bharathiyar University	-do-
14	03.02.2010 to 07.02.2010	Ball Badminton (Men)	Mangalore University	-do-
15	15.09.2010 to 20.09.2010	Kho-Kho (Women)	Andhra university, Visakapattinam	-do-
16	30.12.2010 to 04.01.2011	Athletics (Men)	Achariya Nagarjuna University, Vijayavada	-do-
17	16.08.2010 to 20.08.2010	Swimming (Men)	University of Calcutta	-do-

18	10.01.2011 to 14.01.2011	Ball Badminton (Men)	University of Madras	-do-
19	28.11.2012 to 31.01.2012	Ball Badminton (Men)	Mangalore University	-do-
20	29.01.2012 to 31.01.2012	Weight lifting (Men)	Guru Nanak University, Amritsar.	-do-
21	20.12.2011 to 24.12.2011	Table Tennis (Men)	Amirth University, Coimbatore.	-do-
National Level Participation				
1	11.01.2012 to 14.01.2012	Ball Badminton (Men)	Hyderabad.	Participation
2	06.11.2013 to 10.11.2013	A.Dhanalakshmy, III BA. Tamil represented Pondicherry University, Kabaddi Women's team in South Zone, Interuniversity Kabaddi Tournament.	Krishna University, Nandigama, Andhra pradesh	Participation
3	20.11.2013 to 24.11.2013	Guru, II B. Com represented Pondicherry University Hand Ball Men Team in the South Zone (Inter University Hand Ball Tournament)	Bharathidasan University, Trichy	Participation
4	20.12.2013 to 24.12.2013	Vigneshwaran, II Bcom and Punniyamoorthy, I BA Economics represented Pondicherry University Men team in the South Zone inter university Ball Badminton Tournament	Alagappa University, Karaikudi	Participation
5	2012-13	A. Sathiyaraj, II B.com represented Pondicherry University Chess Team in	Kerala University, Thirusur.	Participation

		South Zone interuniversity Chess Tournament		
6	19.01.2013 to 23.01.2013	R.Vigneshwaran, II BCom, Punniyamoorthi, I BA Economics A. Venkadesh I B.Sc Physics represented Puducherry State Ball Badminton Junior National Championship	BSP Bhilai, Chhathisgarh	Participation
7	19.12.2013 to 23.12.2013	P. Aravind I B.com & P. Daniel Rock I BA Economics represented Pondicherry University Foot Ball Men team in the south zone inter university foot ball tournament	Kottayam, Kerala	Participation
8	26.12.2013 to 29.12.2013	K. Jegan I B.Com represented Puducherry state weight lifting men team both Junior National Weight Lifting Championship	Guwahati, Assam	Participation
9	21.08.2013 to 23.08.2013	M. Ilakkia I BA (Eco) represented Puducherry State Athletics Women Team in South Zone Women Team in South Zone Junior Athletics Championship	Madurai, Tamil Nadu	Participation

CULTURAL ACTIVITIES AT COLLEGE LEVEL

1	Cultural Celebrations	"AAGA" during Fine Arts day and College day.
2	Vivekananda's 150th Birth Anniversary Celebration a. Mime show b. Cultural harmony show	2 days cultural activities participated by Asha, Jayaselvi, Selvarani and team
INTERCOLLEGIATE CULTURAL PROGRAMMES		
3	Voter's day	Folk dance, Quiz Competition (Jan-25)
4	Tourism Day	Folk Dance (Sep-13-

		2013)
5	Kathirmurasu Competition	Folk dance (Jan-2013)
	Inter State Cultural Competition	
1	Carnival	(Jan-19) (Pondicherry Tamil Nadu) Folk Dance

NCC ACTIVITIES FOR THE PERIODS

NCC ACTIVITIES	No. OF CADETS	Period
CATC at Karaikal	50 Cadets	2009-10
RDC, Parade at Puducherry	15 Cadets	2010-11
IGC, Trichy	25 Cadets	2011-12
NIC at Karnataka	5 Cadets	2012-13
NIC at Andrapradesh	3 Cadets	
NIC at Kalpakkam	3 Cadets	
NIC at Assam	2 Cadets	2010-11
Republic Day Parade at Rajpath	1 Cadet	Jan 2014

SOCIAL ACTIVITIES OF NCC

Date	Activities	No. of Cadets
10.08.2009	Blood grouping Campaign	100 Cadets
10.09.2009	Blood Donation Rally	50 Cadets
22.09.2009	Traffic Control during Sani Peyarchi	50 Cadets
23.08.2009	Deepavali Crowd Management	50 Cadets
02.12.2010	AIDS awareness rally	50 Cadets
14.08.2011	Blood Grouping	100 Cadets
12.09.2011	Blood Donation Rally (30 cadets donated blood)	50 Cadets
23.10.2011	Deepavali Crowd Management	50 Cadets
02.12.2011	AIDS Awareness Rally	50 Cadets
05.10.2011	Free Plastic Campaign	50 Cadets
31.10.2011	Beach Cleaning	50 Cadets
14.09.2012	Blood Donation Rally (18 cadets donated blood)	50 Cadets
08.10.2012	Campus Cleaning	100 Cadets
01.10.2012	Anti Malaria Campaign	50 Cadets
01.01.2013	Sapling Plantation Programme	50 Cadets

22.02.2013	Dengue Fever Campaign	25 Cadets
14.11.2013	Diabetic Rally	50 Cadets
11.02.2014	Voter Awareness Rally	50 Cadets
18.01.2014	Anti- Terrorism Show at Carnival Festival	20 Cadets

NSS ACTIVITIES

Month	Activity	No. of volunteers participated
July – 2009	Annual Plan Meeting	50
July – 2009	Campus Cleaning	50
Aug-2009	World Population day	40
Aug-2009	Independence day celebration	70
Sep-2009	Literacy Day Essay Competition	30
Sep-2009	World Tourism Day	55
Oct-2009	Poverty Eradication talk	60
Nov-2009	Population Control Seminar	45
Dec-2009	National Youth Day Celebration	50
July-2010	Action Plan	85
July-2010	Campus cleaning	60
Aug-2010	Independence Day celebration	110
Sep-2010	World Breast Milk week	60
Oct-2010	Women's day celebration	60
Nov-2010	Formation of Human Chain	75
Dec-2010	AIDS Awareness	50
Jan-2011	Republic Day celebration	30
Feb-2011	World Earth Day	40
July-2011	Experiences with NSS	85
Aug-2011	Blood grouping and identification	60
Sep-2011	Coastal Cleaning	60
Sep-2011	NSS Day celebration	35
Oct-2011	Orientation to I year	60
Oct-2011	Gandhi Jayanthi celebration	60
Nov-2011	Survey on beggars	75
Dec-2011	Voter's day celebration	50
Jan-2012	Environment awareness programme	40
Jan-2012	Pongal at old age home	40
July-2013	Action plan meeting	85
Aug-2013	Independence day celebration	90

Oct-2013	Orientation for I Year	50
Nov-2013	Campus cleaning	60

5.3.2 Furnish the details of major student achievements in cocurricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

SPORTS

Sl. No.	Name of the students	Event	Award
1	S. Mohan, II M.Com	Intercollegiate Swimming at Puducherry	Gold Medal
2	A. Nimme, III B.Sc Computer Science (at Intercollegiate Athletic Competition)	Triple Jump High Jump Long Jump	II Place II Place IV Place
3	Ball Badminton (2012-13)	Intercollegiate Men's Team	III Place
4	Foot Ball (2012-13)	Men's Team	IV Place
5	Hand Ball (2012-13)	Men's Team	III Place

CULTURAL EVENTS
Inter-Collegiate Events

1	Voters Day	Quiz	I Place
2	Voters Day	Folk dance	2 shields
3	Kathirmurasu Intercollegiate Cultural Programme	Folk dance	I Place – Best Performance Award

Inter State Events

1	Carnival (Puducherry, Tamil Nadu)	Folk Dance	II Place- Cash Award of Rs 15,000/-

NCC Extra Curricular Activities

Sl. No.	Best Contingent	Event	Award
1	Republic Day	Parade	Best contingent 2009-10 (I Place) 2010-11(I Place) 2011-12 (I Place)
2	Independence day		Best contingent 2009-10 (Place)
3	John Kennedy, II BA Economics attended	RD Parade at New Delhi(Jan 2014)	

NSS Award

Sl. No.	Name	Event	Award
1	R. Palanivel, III (Zoology)	Best NSS Volunteers	State award

NSS Participation

Sl. No.	Date	NSS Event	Achievement
1	12 to 18 Sep-2011	NIC Camp Pre RD camp	Participation
2	23 to 31 Oct-2011	KNSS centre, Trivandrum	Participation
3	3 to 12 July- 2012	Adventure Camp Dharamshala, Himachal Pradesh	Participation

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

Feedback collected from the graduates is used to strengthen the support services such as academic supports, placement and other facilities. To improve the performance and quality of the institutional provisions, the views and expectations are collected from the students, parents and the alumni.

The feedback from the employers is collected at the time of recruitment, Seminars; invited lectures field visits and industrial visits. Suggestions and opinions are expressed by the faculty during the Board of Studies meeting of the

university. Due weightage is given for the suggestions, in framing the syllabi to meet the current industrial and societal needs.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The institution encourages the students to publish materials. Department of Social Work conducted a case study on dropout children which was published in a book form. Tamil Department encourages students to publish materials on social, literary and environment aspects in the form of a journal (Idaziyal).

5.3.5 Does the college have a Student Council or any similar body?
Give details on its selection, constitution, activities and funding.

At present there is no student council. Government of Puducherry suspended it throughout the Union Territory long back.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them: Nil

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Endowments are instituted by the former teachers. They are invited for college day/Sports day for the prize distribution. Retired teachers are also invited for guest lectures and for invited talks. Some Alumni are employed in this institution. Alumni association is also contributing its might for the development of the institution.

Any other relevant information regarding Student Support and Progression which the college would like to include.

Being a Government institution this College functions under multiple handicaps. More than 90% of students hail from the families of agricultural labour, local vendors, coolies etc., 30% of students belong to SC. 60% of the students belong to OBC and 45% of Students are girls. Most of the students are devoid of strong academic and social background. Despite the drawbacks and deficiencies, we have been able to produce good academic performances. Annual employment

progress and Social upgradation are almost at par with institutions that have students from better backgrounds.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

This college was started by the Government of Puducherry on 14th July 1967. This was a significant and initial landmark in the progress of higher education in Karaikal. Before the inauguration of this college, there was only French education at school level (Brevet). In the initial years the wards of elite public were admitted. This situation changed in 90's when there was a tremendous growth of professional courses started both in the Government as well as private sectors. The wards of elite have now migrated to the professional courses available in Karaikal. At present, our college has the added challenge of catering education primarily to the economically under privileged section. Our task is to offer quality education with social, moral and ecological codes to the rural and under privileged students of this region. More specifically <u>our vision is to lead and guide our students in their path of success and progress set on prosperity and posterity.</u> The vision is to produce students who excel in their chosen fields academically and professionally.

We aim at imparting education that not only propels the students up the career ladder but also makes them responsible citizens.

The avowed motto of the institution is to discipline the human mind ultimately leading to inner freedom and harmony. The real greatness of a person depends on his mental make up its stature and poise as embodied in the line picked from Thirukkural.

The core mission is to strive for excellence in our academic social pursuits upon which the 47 year old foundation and faith of our college lies. This quest for the holistic development of students has been getting the decision making of the college in every aspect. The academic mission of the college is to contribute

creatively to the enrichment of the intellectual and manpower resources of the nation.

Students are admitted here on the performance of HSC after adhering to Government reservation policy. Most of the students admitted are from schools where the medium of instruction is Tamil. They have a very low socio-economic background. Most of them are first generation learners. Their parents have never touched the portals of higher education in their life. The mission is to help the under privileged rural students to move up in the academic and social pursuits.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

Administration and faculty are single minded in pursuing the realization of academic mission. Design, compliance and review of achievements are undertaken with their participation. The Directorate of Collegiate Education and Secretary of Education hold the meetings of the principals for reviewing all the institutional needs and the implementation of its quality policy and plans.

6.1.3 What is the involvement of the leadership in ensuring the policy statements and action plans for fulfillment of the stated mission?

The leadership includes the Principal as the head of the institution. College council includes HODs, NCC and NSS officers. Periodical meeting of the council and frequent interaction with the staff and students ensure the policy statements and action plans for fulfillment of the stated mission.

* Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

College council meetings are conducted by the Principal to discuss the academic plans, financial requirements and infrastructural needs. Principal presents the proposals for all operations and incorporation in the proposed budget at the Secretary/Collector/Director meetings.

* Interaction with stakeholders

Three categories are identified as the beneficiaries of the educational practice on the Campus – the students, the industry and the society. Regular conduct of open forums for students to air their academic and extra academic

aspirations, demands and complaints have resulted in tremendous improvement in the learning environment on the campus. Feedback and suggestions on the quality of the human resource output on the campus are solicited from the companies. Parents of the students are requested to maintain regular contact with the institution with respect to the academic progress and discipline of their wards.

* Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders

The Placement Cell of the campus receives, scrutinizes and implements the suggestions from the prospective companies and the alumni with the research inputs and consultation of the faculty.

* Reinforcing the culture of excellence

The leadership encourages the students and staff to participate in the curricular and extracurricular activities. Students who attain commendable positions are formally recognized. Students are made to interact with other students to gain insights that shall help them in future.
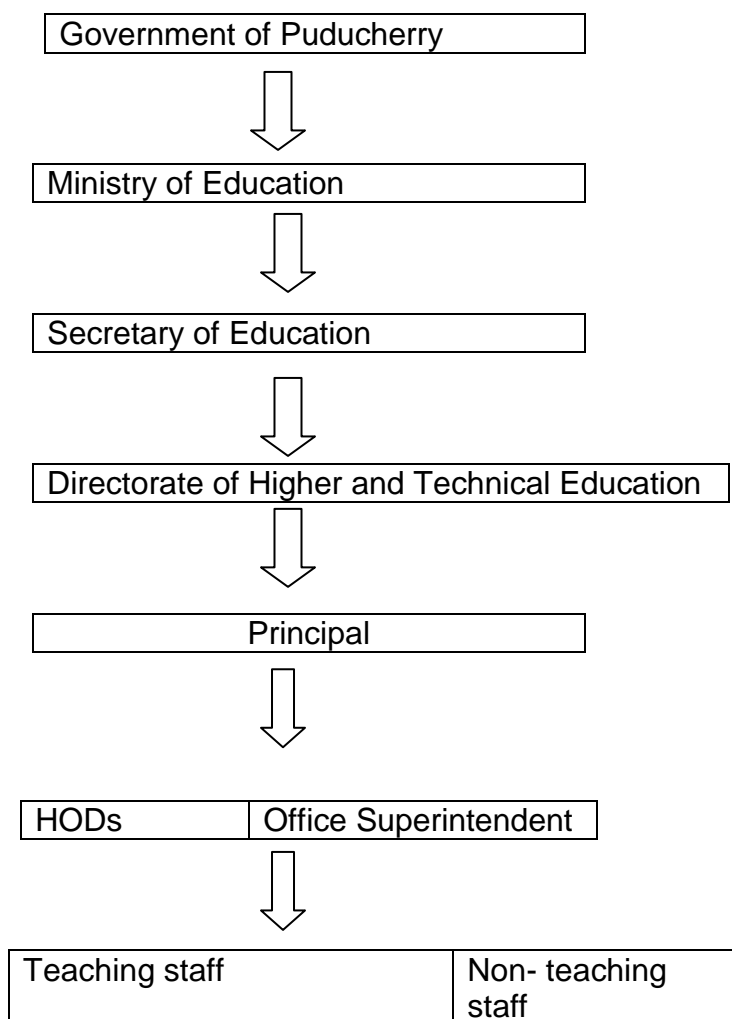
* Champion organizational change

The needs of the students are identified and infrastructural needs are fulfilled by the optimum utilization of funds from the Government and UGC. As a Government run college affiliated to a University we have very little leverage in effecting organizational transformation. The whole responsibility of running the college lies on the shoulders of the Principal. The Principal is the head of the college under whose directions, instructions and leadership the college functions.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

College Council meetings are conducted from time to time to review the execution of the goal for the current academic year. Drawbacks are indentified and corrective measures are undertaken.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

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        │Teaching staff │  Non- teaching       │
        │               │  staff               │
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6.1.6 How does the college groom leadership at various levels?

Duties of the college are distributed. Opportunities are provided to the faculty to lead the extracurricular and co-curricular activities. The young teachers who step on to the academic bandwagon are vested with a variety of responsibilities under the guidance of the senior teachers to fortify them with the expertise and confidence.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The college has given total autonomy to the heads in the matters of syllabus allocation, preparation of class schedules, distribution of dept work ,forwarding the request and grievances of the staffs and students, issuing certificates of attendance maintaining record, conducting model examinations, making internal assessment etc.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

The college always promotes a culture of participative management to ensure transparency both in academic and in administrative matters. The college has a council of members comprising of HODs headed by the Principal. All the decisions are taken in the council meetings by adopting resolutions after deliberate discussions on each and every matter in the best interest of the institution. The Heads of various departments also conduct meetings with their respective faculty members and pass on the resolutions carried out in the council. The administration has also provided the individual departments the freedom to organize academic extension and cultural activities in consonance with the declared vision of the college.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The College is regularly adapting itself in every way to keep in tune with modern changes. Every new development is exploited for the benefit of the students. The quality policy of the college has been developed keeping the twin principles

1. Optimum utilization and development of the potential talents of the faculty &
2. The holistic development of the   personality of every student.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college has specific plans of development in its academic and administrative units and strategy for the implementation to improve the overall quality of the functions of the institution.

Introducing new add-on courses that cater to the needs in the employment market is the prime objective on our development agenda. Other priorities include the aspect of infrastructure expansion, aesthetic improvement of the campus and the higher levels of participation and performances of students in education.

6.2.3 Describe the internal organizational structure and decision making processes.

The academic and administrative machineries have been effectively bifurcated but always maintained in an interactive mode. The college council meets frequently to resolve on administrative measures to be implemented and reviewed. Academic autonomy is provided to the teaching departments to chart the course of their activities.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

* Teaching & Learning

Teachers are encouraged to participate in training programmes, seminars and conferences. Use of technology in class rooms is encouraged. Learner centered approach is practiced. Practical sessions, assignment writing, Seminars and project based learning are encouraged.

* Research & Development

Major and minor Research projects and publication of research papers and books by teachers are encouraged.

* Community Engagement

Engagement with community is ensured through the specialized agencies on the campus such as NSS, NCC and other extension arms.

* Human Resource Management

Creative and recreational avenues are available for the students and the faculty to utilize spare time effectively. The college administration involves its entire faculty for various academic and non-academic activities.

* Industry Interaction

The college requests the alumni for initiation for industrial collaboration and interaction for the welfare of the college. Industry interaction is also achieved through the medium of the Placement Cell.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

Every important decision made in the College Council is sent to the Director of Higher and Technical Education, Puducherry. In some cases, prior permission is requested for implementing a plan. A register is maintained to record the minutes of council meetings. The auditing system enables the college to maintain transparency in all the aspects of its functioning.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

Teachers who exhibit excellence and all round participation are given recognition. They are appointed in key capacities to enable them to lead the rest in the same path.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Sl. No.	Resolution	Implementation
1	Renovation of Library Building	The work in progress
2	Revised prospectus for UG and PG	Implemented
3	Preparation for NAAC Accreditation	Work is in progress

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

The college has not applied for autonomy though the provision for the same exists.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The tutorial system works better in addressing the complaints of the students and in redressing their grievances. The grievances and redressal committee is also looking into the issues related to the general welfare and aspirations of the students. All departments convene regular meetings of students and teachers. Indiscipline activities of students are curbed by informing their parents

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these: Nil

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes, feedbacks from the final year students are obtained by HODs and conveyed to the principal. The remedial suggestions are made to reflect in the action plan for the next year.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The institution is very prompt in sending teachers to orientation and refresher courses. They are motivated to organize as well as participate in National and International Seminars and conferences. Avenues for publication of research papers and books are facilitated for teachers. Government of Puducherry has also organized programmes related to office administration and automation to the non – teaching staff.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

Teachers are encouraged to attend various training programmes organized by Pondicherry University and the Government of Puducherry. The college itself has organized training programmes such as "e-literacy" for Non IT teachers. National seminars and workshops are conducted to retrain and to update the knowledge of the teachers.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Each staff has to submit self-appraisal proposals under Career Advancement Scheme (CAS) for moving up to the higher cadre in their career. Under Confidential Report (CR) every teaching staff has to furnish the particulars in respect of the classes handled, results obtained and methods adopted in teaching. The HODs have to record the remarks about the performance of the staff and the Principal has to review the confidential Report. The recommendation of Principal is very crucial in deciding the career advancement of the staff there is any adverse remark, it will be communicated to the individual concerned for rectification.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The Confidential Report of the employee, submitted by the Principal to the Govt., is a key document that has a direct bearing on the deployment and redeployment of the staff in various postings and also in their promotional aspects.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Teaching and non-teaching staff can avail of all the welfare schemes as applicable to other Government Servants working under Puducherry administration.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

Only the best talent available in India is selected by UPSC for appointment in Govt. College under Puducherry administration as teachers. The college has no power to retain eminent faculty after superannuation. But their services are used at our own requests.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

Being a Government College under Higher education heads, the Government of Puducherry earmarks its financial resources to all the Government Colleges in this administration. Salary to the staff, Office expenses, purchase of equipments and funds for development of infrastructure are included in the Budget estimates. The college has to present the bills to the Deputy Director of Accounts, Karaikal for the amount allocated to this college. The office is to reconcile the accounts maintained with Deputy Director of Accounts and Treasuries for the expenditure and Receipts. Tuition fees collected from the students are remitted in the Government account. Fees for college calendar, lab fees fine arts association fees etc are being spent for the purpose for which it was collected. Matriculation fees, Recognition fees, Examination fees etc are sent to Pondicherry University Utilization Certificates and reports are produced for the funds received from UGC.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The internal audit is done at the end of every academic year. Special committees are appointed for the Annual Auditing of the accounts of furniture, Library, Laboratories and equipment.

The External Audit is done by the Directorate of Higher and Technical Education, Puducherry and Accountant General Audit. Accountant General Office, Tamil Nadu and Puducherry have recently conducted the audit of this college for the past three years and there is no major audit objection.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Being a Government college, Government of Puducherry allots the amount under various heads for every financial year.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

As a Government college there is no provision for securing additional funding. However the teaching faculties are encouraged to get funds from UGC and other agencies for Research Projects and for organizing National Level Conferences, Seminars and Workshops

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? yes

If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

, Performance audit is the institutional policy of our IQAC. It is responsible for many quality improvement plans and its suggestions are implemented for the welfare of the college.

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

The recommendations of IQAC are accepted by the academic community in general as they are made after careful deliberation. The following are the recommendations:

Sl. No.	Decision	Implemented
1	Inclusion of two external members in IQAC	Implemented
2	ICT assisted Teaching	Implemented. Arranging "e-literacy" for Non-IT staff by ICT academy, Puducherry.
3	Documentation for NAAC accreditation	Work is in progress

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

IQAC has two external members. 1. Sri B. Ganapathi Subramanian, Chartered Accountant –Local community. 2. Sri. Agarwal, G.M., ONGC as the external member and expert in quality management. Both members are actively involved in the curricular, co-curricular and extracurricular activities of the college.

d. How do students and alumni contribute to the effective functioning of the IQAC?

Two staff members who are the Alumni of this college are also in the IQAC. The moral support of Alumni and their valuable suggestions for effective functioning of IQAC are gratefully acknowledged and acted upon.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC tries to take into confidence the teachers, students and non teaching staff. It addresses the faculty and explains the quality assurance plans and procedures now and then.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The IQAC has a portfolio of its own which is free to undertake scrutiny of the academic and administrative aspects. Each member is required to be in contact

with IQAC for recording their progress. All academic and administrative activities are to be presented at the IQAC meeting for discussion and action.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact: No

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes, the institution undertakes Academic audit by going through the results. Each department scrutinizes in detail, the results, completion of syllabus, attendance of the students etc. Details of co-curricular activities are also monitored for remedial measures.

6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The main concern of IQAC is to align the internal institutional quality assurance procedures with those of the external quality assurance agencies such as NAAC, University Affiliation Committee requirements. Thus the internal process is always oriented to cater to the requirements of the external agencies. Parameters have been designed with external requirements in view.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The feedbacks of students and the individual teacher are scrutinized by IQAC and necessary instructions are issued accordingly.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders? Any other relevant information regarding Governance Leadership and Management which the college would like to include.

Internal stakeholders include departments, college council, staff and the students. The institution briefs the staff and tutors in the modalities of

implementing policies and plans. The staff keeps the students informed of policies and plans and helps them cooperate to implement them. The role of Alumni in extending its support to implement the quality assurance policies and plans has remained remarkable.

The main mechanism to communicate quality assurance policies and outcome to the external stakeholders is the website of the college. The college also uses its e-mail for the external stakeholders to have access to all quality assurance procedures of the college.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The college conducts Green Audit every now and then. NCC and NSS conduct rallies and awareness programmes on the significance of protecting the environment. The college has entrusted the work of making the campus eco-friendly with the engagement of outsourcing staff. The college ensures that the trees and saplings are properly watered and protected by them. Moreover, since the inception of the college, out of the entire campus, 40% of the total areas have been covered with lush green trees. These trees are maintained with almost care. The staff and students are encouraged to plant trees inside and outside the campus on special occasions. Whenever the dignitaries visit the college, they are requested to plant saplings to honor their visit.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

* Energy conservation

Staff and students are counseled and advised to turn off lights and fans when they are not using them. The work places are rearranged to take advantage of natural light from windows.

* Use of renewable energy: Nil

* Water harvesting

Water storage ponds are located in the campus to store rainwater. A big percolation tank is located in the front side of the campus. A proposal is mooted to beautify the tank.

* Check dam construction: Nil

* Efforts for Carbon neutrality

Large number of trees are grown in and around the buildings to maintain carbon neutrality. Parking is done at the main entrance to avoid emission from the vehicles.

* Plantation

NSS and NCC students are encouraged to plant saplings. Outsourcing staff engaged as gardeners help in the maintenance and growth.

* Hazardous waste management: Nil

* E-waste management

The waste garbage is disposed properly. Municipality collects the e-waste generated in the college. The institution ensures to create awareness and consciousness on "say no to plastics" "no to smoking and "ill effects of tobacco".

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- ➢ Teachers of different disciplines have been increasingly using Laptop for class room teaching and demonstration.
- ➢ Installation of smart class rooms with interactive boards in English and Computer Science departments which enhances the level of communication.
- ➢ Organisation of National Seminars, National Workshops and National Level Conferences has become another innovation introduced during the last four years.
- ➢ The institution has created its own web-site.

- ➢ Canteen for staff and students is established.
- ➢ ATM facility is provided inside the campus.
- ➢ Outside agencies are assigned watchmen duties. They are additionally entrusted with the work of planting, watering and protecting the trees in the campus.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

1. Title of the Practice

The title should capture the keywords that describe the Practice.

Bilingual teaching and developing core competencies

2. Goal

Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words.

The students who are admitted to various courses have come from schools where the medium of instruction is mother tongue viz. Tamil. This condition handicaps most of the students from understanding lectures in English which makes it difficult to acquire subject knowledge. In University examinations they are not able to write correctly a single sentence in English in main disciplines. Performance in examinations is very poor. Many students are not able to pass their examinations. They are losing confidence and motivation. Thus the responsibility of a teacher is to impart not only knowledge but also some skills to achieve core competencies. Considering the mediocre level of students in studies and their insufficient potential, the method of instruction has been changed to reach the students.

3. The Context

Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.

About 95% of our students hail from families of agriculture labour, coolies, menial vendors. Since, most of the students have parents who are partially or completely illiterate, they have to overcome the conventional apathy. To empower these students through the powerful tool of education is the main task of our teachers. The college functions with the ulterior aim of constituting itself into a centre of higher learning and an inventory of skilled human resources both of which shall contribute to national reconstruction. We have oriented this vision to expand the knowledge base of our students and sharpening their employment skills. The Medium of instruction, viz. English is the main hurdle. Thus bilingual teaching (English and Tamil) is indispensable. This strategy wins the confidence and helps them understand subject slowly. Most of the graduates are not employable for want of required skills. This sad state of affairs may be due to the students' socio-economic background, their study in Tamil medium at school level and non-exposure to the current developments.

4. The Practice

Describe the Practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any.

The Smart class room facility is provided to the English department with the intention of training students in specific ways of acquiring communicative skills, soft skills and presentation skills. Add – on courses on mass communication and Hardware maintenance have enhanced the potentiality of the students to achieve core competencies.

The class teacher teaches the subject in English and explains the concepts in Tamil. Thus he is using both Tamil and English in teaching. Slowly the understanding of the subject takes place. In seminar presentation, the students are asked to present paper in English and if they are hesitating, questions will be asked in Tamil for understanding. Hence both languages are used in teaching both for PG and UG courses. The main aim is to make the students understand the subject matter. Gradually, it is ensured that the students are properly motivated and

enthused to undertake and enjoy the scholarly responsibilities implicit in the course of study they have chosen for themselves, Students are given advice to speak in English when asking questions. Answer papers are valued and students are given right type of advices as to how to present the papers in English. In project works, the students are directed to write introduction, profile and analysis. The analytical skill in subjects is emphasized. While correcting assignments and tests papers, the students are given training in writing good English. Both spoken and written English are gradually imparted along with main subjects starting from Tamil instruction. This type of teaching methods facilitates the students learning the subject easily. Simultaneously they are accustomed to learn English as well.

In the circumstances aforesaid, educating our students involves stupendous task of dragging them out of their intellectual lethargy and insensitivity to knowledge, considering the mediocre level of students in the institution and their insufficient potentials. It also implies that primal task of intellectual enrichment is also achieved only through such type of methods. Teachers have come down to the student level. Such circumstances, it may be stated that education is a regional imperative for us to wean the youth away from trends of social degeneracy.

Most of the graduates are not employable for want of knowledge and skill. This sad state of affairs may be due to the students Socio-economic background, study in Tamil medium and non – exposure to current development. To arrest this trend, this type of teaching and developing core competencies will go a long way for the development of students.

5. Evidence of Success

Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.

Overall pass percentage has shown an improvement. Students could understand and listen to the lectures delivered in English. The percentage of attendance is high. They like to attend classes. Some students try to talk in English. More than 70 students have joined as teachers in Govt. Schools, clerks, Police constables, and other Puducherry Govt. Services. More than 50 students were selected in the campus interview. The placement cell is quite satisfied with the splendid performance of students in campus.

Most of the students are able to appreciate lectures and their performance is good in internal tests and examinations. Post Graduate students are able to write

project proposals and Official letters. During their field work and internship, they value our efforts taken in this direction and acknowledge. They welcome the innovative steps in introducing add-on courses and conducting coaching classes for the development of communicative aptitude and reasoning skills. Students feel that this is a right step at right time taken by the college to enhance their performance in placements. Though this practice is time consuming and demanding in many respects, innovative teaching and developing core competencies help the students to attain academic ascendance.

6. Problems Encountered and Resources Required

Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.

It is very difficult to motivate the students to come out of their cocoon and start using English. The process is taking place slowly. There is a short of trained persons to handle classes on aptitude and reasoning. Most of the students belong to the first generation learners hailing from rural areas, and have passed their HSC in Tamil Medium, Even low percentage scorers in HSC are admitted. As a result, it is a problem to sustain their concentration and interest. The students do not like conducting week end classes for competitive examination. The regular college ends at 4.30 P.M. Girl students cannot remain in college after 5.00 P.M. as they are forced by their parents to reach home on time.

The contents, teaching methodology, evolution process and constant counseling encourage the students to attend courses that are developing core competencies of the students. The college proposes to introduce more number of value added courses for the benefits of the poor students in order to prepare them to be successful in job market. Apart from that, the enhancement of the social adaptability is also a part of the process envisaged for them.

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution (about 150 words). Nil

8. Contact Details

Name of the Principal: Dr. SASI KANTA DASH, M.A., M.Phil, Ph.D

Name of the Institution: Arignar Anna Govt. Arts & Science College,
                          Bharathiyar Road, Nehru Nagar, Thalatheru (PO).
                          City: Karaikal – 609 605
                          Pin Code: 609 605
                          Accredited Status: C++
                          Work Phone: 04368-230 431
                          Fax: 04368-231 743
                          Website:www.aagac.puducherry.gov.in
                          E-mail :aagac.kkl@gmail.com
                          Mobile: 9543305670

Best Practices – II
1.The title of the practice

   Donate Blood and Save lives

2. Goal:

        The students donate blood to all those who need and save lives. The students prefer to donate blood mostly on need based basis. The poor, downtrodden and vulnerable sections are given priority in donating blood. The students donate blood only to save lives. They are not doing it for any other reasons. The college inherits this quality from the beginning. People with tears have been approaching this institution for blood. NCC and NSS officers render their tiredness services to arrange blood from the students. This is the best practice followed by this institution.

3. The Context:

        In addition to the need based blood donation, students donate blood in the Blood Donation camp organized by the Govt. General Hospital, Karaikal. Blood donation programmes include
1. Conducting Blood donation rallies
2. Blood group identification campaign
3. Blood donation.

The list of donors is always with the NSS and NCC units. For any emergency one can contact and seek the institution's help for any number of units of blood. The students do this service proudly and conduct awareness rallies to pool more number of donors. This best practice has enhanced the image of the college in the public and has been a pride of the college. Respective NSS and NCC officers are satisfied for their services rendered to the community.

4.The practice

Blood Donation Programme

Date / Month	Nature of Programme	No. of Participant	No. of Blood donors
Oct-2009	Blood Donation	30	30
Sep-2010	Blood Donation awareness Rally	64	
Sep-2010	Blood group identification	100	
Aug-2011	Blood group identification	120	
Oct-2011	Blood Donation	50	50
Oct-2012	Blood Donation	50	50
Sep-2012	Blood group identification	60	
Sep-2013	Blood group identification	100	
Oct-2013	Mega Blood Donation Camp	80	27
NCC Units			
10.08.2009		100	
08.09.2010		50	26
14.08.2011		100	
12.09.2011		50	30
14.09.2012		50	18

4. The Practice:

Blood group identification is carried out at General Hospital, Karaikal. General Hospital keeps the donors registry, and it contacts students in case of emergency. Vinayaka Mission Medical College and Hospital also approaches for blood. On need based level, the students are also sent to donate blood. The college has organized a mega blood donation Campaign in the month of October-2013. Doctors from JIPMER were invited. 100 Nos. of students were participated in the camp. Perunthalaivar Kamaraj institute of Engineering and Technology, Bharathiar

college of Engineering and RVS College participated in the camp. Among 100 students who donated blood 27 belong to this institution. Both NCC and NSS volunteer participate in blood donation rallies organized by Karaikal District administration. All the School children look part in the rallies.

5. Evidence of Success:

More than 50 students donate blood and save lives every year. The success story is that the college students can be approached at any time in emergency whether they are in the college or in the hostel or in their house. The beneficiaries still recognize the services of NSS officers once rendered.

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution (about 150 words). Nil

8. Contact Details
Name of the Principal: Dr. SASI KANTA DASH, M.A., M.Phil, Ph.D
Name of the Institution: Arignar Anna Govt. Arts & Science College,
                          Bharathiyar Road, Nehru Nagar, Thalatheru (PO).
                          City: Karaikal – 609 605
                          Pin Code: 609 605
                          Accredited Status: C++
                          Work Phone: 04368-230 431
                          Fax: 04368-231 743
                          Website:www.aagac.puducherry.gov.in
                          E-mail:aagac.kkl@gmail.com
                          Mobile: 9543305670

EVALUATION REPORT OF THE DEPARTMENTS

1. Name of the department   :   **CHEMISTRY**
2. Year of Establishment   :   **1968**
3. Name of Programmes / Courses offered (UG,PG,M.Phil.Ph.D.,Integrated
   Masters, Integrated Ph.D., etc.)   :   **UG Degree.**
4. Names of Interdisciplinary courses and the department /units involved **: None**

5. Annual / semester /choice based credit system (Programme wise): **semester**

6. Participation of the department in the courses offered by other department **None**

7. Courses in collaboration with other universities, foreign institutions, etc. **(None)**

8. Details of courses / Programmes discontinued (if any) with reasons: (**None)**

9. Number of teaching posts

Staff	Sanctioned	Filled
Lecturers	06	1
Lecturer re- Designated as Associate / Asst. Professors as per Sixth Pay Recommendations	4	

10. Faculty profile with name qualification designation, specialization,

(D.Sc.D.Litt. /Ph.D. /M.Phil. Etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Years Ph.D. Students guided for the last 4 years
Dr.V.Arjunan	M.Sc., M.Phil., M.Ed., Ph.D., PGDCA.,	Associate Professor	Chemistry - 1.Molecular Sprectrscopy 2.Chemintormatics 3.Crystal Structure Studies	25	Ph.D awarded - 5 M.Phil awarded - 3

		4.Physical – Organic Chemistry 5.Kinetics		

11. List of senior visiting faculty   **: None**

12. Percentage of lectures delivered and practical classes handled (programme wish) by temporary

    Faculty   : **None**

13. Student-Teacher Ratio (Programme wise): 12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Sanction-03

Filled (Attenders) - 02. Storekeeper-1

15. Qualifications of teaching faculty with Dsc/D.Litt/Ph.D/MPhil/PG. :

Ph.D-1 Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies

    And grants received: **None**

17. Department projects funded by DST-FIST;UGC,DBT,ICSSR,ect.and total grants received**: None**

18. Research center/ facility recognized by the University: **None**

19. Publication:

a) Publication per faculty

1 Number of papers publications in pear review journals national /international

Name of faculty	No. of papers
Dr.V.Arjunan	41

2. Number of Publication list in International Database -**Nil**

3. Monographs - **Nil**

4. Chapters in Books - **Nil**

5. Books Edited- **Nil**

6. Books with ISBN/ISSN. Numbers with details of publishers

Name of faculty	No. of books
Dr.V.Arjunan	2 (MJP Publishers Chennai)

7) Citation Index: - Nil

8) SNIP: - **Nil**

9) SJR: - **Nil**

10) Impact factor: - **Nil**

Name of faculty	Journal	Impact factors
Dr.V.Arjunan	Spectro chemical Acta part- A (Elsevier)	2.098
	Journal of molecular structure	1.634
	Asian journal of spectroscopy (India)	0.465
	Asian journal of physics (India)	

20. Areas of consultancy and income generated: **(None)**

21. Faculty as members in

   a) National committees- **No**

   b) International committees - **No**

   c) Editorial Boards - Y**es**

22. Students projects   :

a) Percentage of students who have done in-house projects including inter departmental /programme

b) Percentage of students placed for projects in organization outside the institution i.e.in Research laboratories /Industry other agencies.

During the last four years the B.Sc final year students visited different industries.

Based upon their industrial visit the final B.Sc students submit a Report along with practical Record Notes. A maximum of Ten Marks is allotted for the industrial tour report.

23. Awards/Recognitions received by faculty and students : Dr.V.Arjunan – Bibliography appeared in the Marques Who is Who in the world-2010.

24. List of eminent academicians and scientists / visitors to the department:

Eminent Academician & Scientist DR.FAROOKH visited and interacted with the 2nd and 3rd year students.

One student got University III rank in 2013.

25. Seminars /Conferences /Workshops organized & the source of funding :

A). National- None). International -None

26. Students profile programme /course wise:

Name of the course/programme-B.Sc., Chemistry	Applications received	Selected Admitted	Enrolled *M	*F	Pass percentage
2008-2009	186	16	12	4	65%
2009-2010	187	9	8	1	42%
2010-2011	160	14	9	5	58%
2011-2012	79	14	8	6	47%
2012-2013	155	18	12	6	64%

27. Diversity of Students

Name of the course B.Sc Chemistry	% of students from the same state	% of students from other states	% of students from abroad
2008-2009	84%	16%	-
2009-2010	88%	12%	-
2010-2011	84%	16%	-
2011-2012	84%	16%	

Number of students enrolled in the same state and from other states

2012-13	67%	33%
2013-14	82%	18%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services and Defense services, etc?

One third year out gone student Mr.Karthikeyan,   during 2011-2012, cleared the state level Teacher Eligibility Test (TET).

29. Student progression

Student progression	Against % enrolled
UG to PG	27%
PG to M.Phil.	4%
PG to Ph.D.	-
Employed Campus recruitment	0%
Other than campus recruitment	20%
Entrepreneurship /Self-employment	60%

30. Details of Infrastructural facilities

a) Library   : (282 Books)

b) Internet facilities for staff & students: Available for students and staff   in the department

b) Internet facilities for staff & students: Available

c) Class room with ICT Facility: No

d) Laboratories: Furnished Lab for the B.Sc., main and allied students

31. Number of students receiving financial assistance from college, university,

Government or other agencies

Government- 2008-2009-	0 4 students	
Government-2009-2010	04 students	
Government-2010-2011-	04 students	
Government-2011-2012-	04 students	
Government 2012-2013-	04 students	

32. Details on students' enrichment programmes (special lectures / workshops/seminar) with external experts**. (NONE)**

33. Teaching methods adopted to improve students' learning

Teaching methods adopted to improve students' learning. Students oriented teaching method   is adopted along with the syllabus oriented teaching. Strength and weakness of the students are analyzed by different methods like continuous evaluation. Weak students are identified; isolated, grouped together and special attention was paid to them in order to have profound knowledge in the subject as well as in General knowledge.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities **(None)**

35. SWOC analysis of the department and future plans

Strength:

 ✦ Good infrastructure.

Weakness:

 ✦ Inadequate teaching faculty.

Opportunity:

 ✦ Lot of job opportunity is open to the students of chemistry

 Challenge:

Mostly below average students are admitted. Teaching is a challenging one to them.

36. Future plan: Plan to fill up the posts at least on Temporary basis.

COMPUTER SCIENCE

1. Name of the department   :   **Computer Science**
2. Year of Establishment   :   **1998**
3. Name of Programmes / Courses offered (UG,PG,M.Phil.Ph.D.,Integrated
   Masters. Integrated Ph.D., etc.)   **UG (B.Sc Computer Science**)
4. Names of Interdisciplinary courses and the department /units involved **:(Nil)**
5. Annual / semester /choice based credit system (Programme wise): **semester**

6. Participation of the department in the courses offered by other department

 Laboratory facility to B.Sc Mathematics, B.Com. ,M.A.Economics

7. Courses in collaboration with other universities, foreign institutions, etc. **(NiL)**

Career oriented course in Computer HardwareMaintenance – Sponsored by UGC.

8. Details of courses / Programmes discontinued (if any) with reasons: (**Nil**)

9. Number of teaching posts

Staff Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	4	4

10. Faculty profile with name qualification designation, specialization,

(D.Sc.D.Litt. /Ph.D. /M.Phil. Etc.,) (**Nil)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Years Ph.D. Students guided for the last 4 years
R. Rengasamy	M.C.A., M.Phil. Doing Ph.D.,	Assistant Professor	Data mining, Software Engineering C++ Programming.	14 Years	(Nil)
P. Annadurai	M.Sc., M.Phil., M.Tech., Ph.D.	Assistant Professor	Algorithm and Data Structures, Automata, Compiler Design, Network	18 Years	(Nil)
R. Shanmugam	M.Sc.,M.Phil.	Assistant Professor	Data Structure Software Engineering	14 Years	(Nil)
V. Chanemougavel	M.Sc.,M.Phil.	Assistant Professor	C Programming Networks Microprosessor	13 Years	(Nil)

11. List of senior visiting faculty   :(**Nil)**

12. Percentage of lectures delivered and practical classes handled (programme wish) by temporary

   Faculty   : **(Nil)**

13. Student-Teacher Ratio (Programme wise) 15:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

15. Qualifications of teaching faculty with Dsc/D.Litt/Ph.D/MPhil/PG. :

With Ph.D – One staff

With M.Phil., - 3 staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies

   And grants received: **(Nil)**

17. Department projects funded by DST-FIST;UGC,DBT,ICSSR,ect.and total grants received**:(NIL)**

18. Research center/ facility recognized by the University: **(NIL)**

19. Publication:

a) Publication per faculty

b) Number of papers publication in peer reviewed journals (national /international by faculty And students: 3

*Number of Publication list in International Database (For Eg: Web of Science, Scopus, Humanities Complete, Dare Database- International Social Science Directory, EBSCO host, etc.)

* Monographs - **Nil**

* Chapter in Books- **Nil**

* Book Edited- **Nil**

6) Book with ISBN/ISSN. Numbers with details of publishers- **Nil**

7) Citation Index- **Nil**

8) SNIP- **Nil**

9) SJR- **Nil**

10) Impact factor- **Nil**

11) h- index- **Nil**

20. Areas of consultancy and income generated: **(NIL)**

21. Faculty as members in

a) National committees b) International committees c) Editorial Boards**…..** **(NIL)**

22. Students projects   :

 a) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry /other agencies : **(Nil)**

23. Awards/Recognitions received by faculty and students :(**Nil)**

24. List of eminent academicians and scientists / visitors to the department **:(NIL)**

25. Seminars /Conferences /Workshops organized & the source of funding: **(NIL)**

(Organised E-Literacy programme for non IT staff of the college – in co-ordination with ICT Academy, Puducherry.

a).National

b). International :

26. Students profile programme /course wise:

Name of the course/programme (refer question no.4)	Applications received	Selected Admitted	Enrolled *M	*F	Pass percentage
2009-2010	90	13	06	07	75
20010-2011	90	11	08	03	57.14
2011-2012	110	19	09	10	75
2012-2013	156	22	07	14	85.71

27. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
2008-2009	100%	0	0
2009-2010	100	0	0
2010-2011	95	05	0
2011-2012	91	09	0
2012-2013	91	09	0
2013-2014	100	0	0

28. How many students have cleared national and state competitive examinations such as NET,SLET,GATE,Civil services , Defense services, ect (**NIL**)

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	**(NIL)**
PG to Ph.D.	**(NIL)**
Ph.D.to Post –Doctoral	**(NIL)**
Employed ♠ Campus selection ♠ Other than campus	Nil 30%
Entrepreneurship /Self-employment	10%

30. Details of Infrastructural facilities

a) Library   : Department maintain library with 1123 books

b) Internet facilities for staff & students: Available

c) Class room with ICT Facility: 1

d) Laboratories: Computer Lab and Digital Electronics /Microprocessor Lab

31. Number of students receiving financial assistance from college, university,

Government or other agencies

Year	Number of Students getting the scholarship	
	Govt. Scholarship	Other Agencies
2009-2010	03	00
2010-2011	03	00
2011-2012	08	02
2012-2013	10	02
2013-2014	12	02

32. Details on students' enrichment programmes (special lectures workshops/seminar) with external experts. (**NIL**)

33. Teaching methods adopted to improve students' learning

LCD and smart board are used to engage classes. It helps to create demonstrations to accompany the spoken   lessons of the teachers.

        It makes the classes more interactive and interesting. This reinforces their points and enhances the learning experience.

34. Participation in Institutional social Responsibility (ISR) and Extension activities **(NIL)**

35. SWOC analysis of the department and future plans

Strengths

Department of Computer Science has good infrastructure to meet the requirements of running B.Sc Computer Science course. It has two laboratories, Computer Lab and Digital/ Microprocessor Laboratory. In each of these labs individual students are getting computers /equipments. The computer lab is equipped with latest configuration computers and the computers are connected by server. All the systems are supported by power back up. Internet connection is provided to all the computers. Enough number of printers are provided to prepare the practical documentation.

The curriculum for the course is designed in such a manner that the students who successfully complete the courses will be in a position to avail themselves of the career opportunities in the present day world. The faculties in the department are qualified highly competent dedicated and highly affiliated to the teaching. The student Teacher ratio is 15:1

Weaknesses

Since the college is located in a socially economically and educationally backward region, the input quality for the course is relatively poor.

The communication skills of the students are very poor and their poor reasoning power leads to the fact that they are not as competent as urban students.

Opportunities

Revolutionary change in the Information and Communication Technology demands more computer professionals in the market and the students who are successfully completing their course are employable.

Challenges

ECONOMICS

1. Name of the department: **ECONOMICS**
2. Year of Establishment :   **July 1968**
3. Name of Programmes / Courses offered (UG,PG,M.Phil.Ph.D.,Integrated

Masters. Integrated Ph.D., etc.)   UG & PG –Economics

4. Names of Interdisciplinary courses and the department /units involved:
   UGC Career oriented certificate course on Disaster Management.

5. Annual / semester /choice based credit system (Programme wise):

   Semester System

6. Participation of the department in the courses offered by other department

   B.com.(Allied Economics)

7. Courses in collaboration with other universities, foreign institutions, etc: NiL

8. Details of courses / Programmes discontinued (if any) with reasons

9. Number of teaching posts

Staff Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	4	3
Asst. Professors	6	4

10. Faculty   profile   with   name   qualification,   designation,
    specialization,(D.sc./D.Litt. /Ph.D / M.Phil. etc.) Please Refer Enclosures.

Name	Qualification	Designation	Specialization	No. of Years of Experience	No .of Ph.D Students guided for the last 4 years
R. Castury Bhay	Associate Professor	M.A., B.Ed	-	32 Years	Nil
Dr.A.Irudayaraj	Associate Professor	M.A., M.Phil., B.Ed, Ph.D	Fisheries Economics-	30 Years	Nil
S.Arputha Dass Christian Ravi	Associate Professor	M.A., M.Phil.,	Urban Economics	28 Years	Nil
N.R.Deepa	Assistant Professor	M.A., M.Phil., B.Ed,	-	10 Years	Nil

		Doing Ph.D.,			
G. Balasubramanian	Assistant Professor	M.A., M.Phil., Doing Ph.D.,	Public Economics, Development Economics	10Years	Nil
S. Arulazhagan	Assistant Professor	M.A., M.Phil., Doing - Ph.D	-	10 Years	Nil
Dr. Ganesh Kumar		M.A., M.Phil., Ph.D, NET, PGD in Environmental Education	Econometrics	13 Years	Nil

11. List of senior visiting faculty: NIL

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: NIL

13. Student-Teacher Ratio (Programme wise)   :   12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL

15. Qualifications of teaching faculty with Dsc/D.Litt/Ph.D/MPhil/PG.:

   2 Staff   with Ph.d.   4 Staff with M.Phil and with P.G. 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : One UGC minor project on child labor (2 years): Rs. 1,56,150/-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc., and total grants received: NIL

18. Research center/ facility recognized by the University NIL

19. Publication for faculty

No. of paper in the peer reviewed journals national/international

Sl.No	Name of faculty	No. of papers in the peer reviewed journals	
		National	International
1.	Dr.A.Irudayaraj	3	-
2.	Dr.Ganesh kumar	14	1
3.	G.Balasupramani	1	1

2) No. of Application in international Database: - **Nil**

3) Monographs: - **Nil**

4) Chapter in Books: - **Nil**

5) Book Edited: - **Nil**

6) Book with ISBN/ISSN: - **Nil**

7) Citation Index: - **Nil**

8) SNIP: - **Nil**

9) SJR: - **Nil**

10) Impact factor: - **Nil**

11) h- index: - **Nil**

20. Areas of consultancy and income generated - NIL

21. Faculty as members in

a) National committees b) International committees c) Editorial Boards….. NIL

22. Students projects NIL

a) Percentage of students who have done in house projects including inter department / programme

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories /Industry/other agencies

23. Awards/Recognitions received by faculty and students

1. Jahabar Ali (M.A) was awarded university Gold Medal (2011).

2. John Kennedy II B.A participated in R.D parade (2014) at New Delhi

24. List of eminent academicians and scientists / visitors to the department

25. Seminars /Conferences /Workshops organized & the source of funding

 A) National –

1. UGC Sponsored National seminar on 31st Jan &1st Feb.2013.

b) International - **Nil**

2. Malcolm Adiseshiah trust for conducting a National workshop on Research Methodology on 5 and 6th April 2013.

26. Students profile programme /course wise:

Name of the course/programme (refer question no.4)	Applications received	Selected Admitted	Enrolled		Pass percentage
			*M	*F	
B.A. (Economics) 2008-2009	307	54	33	21	37%
2009-2010	389	24	13	11	37%
20010-2011	220	25	14	11	98%
2011-2012	210	37	23	18	60%
2012-2013	219	32	14	4	66%
M.A.(Economics) 2008-2009	21	12	8	4	67%
2009-2010	21	6	5	1	17%
2010-2011	23	10	7	3	50%
2011-2012	26	8	2	6	30%

| 2012-13 | 77 | 8 | 2 | 6 | 80% |

*M=F=Female

27. Diversity of Students

Name of the course B.A. Economics	% of students from the same state	% of students from other states	% of students from abroad
2008-2009	100%	NIL	NIL
2009-2010	100%	NIL	NIL
2010-2011	97%	3%	NIL
2011-2012	97%	3%	NIL
2012-13	100%	Nil	Nil

Name of the course M.A. Economics	% of students from the same state	% of students from other states	% of students from abroad
2008-2009	67%	33%	NIL
2009-2010	84%	16%	NIL
2010-2011	90%	10%	NIL
2011-2012	100%	NIL	NIL
2012-2013	100%	NIL	NIL
2013-2014	80%	20%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, ect,   NIL

29. Student progression

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	2%
PG to Ph.D.	Nil
Ph.D.to Post –Doctoral	Nil

Employed
  ✦ Campus selection
  ✦ Other than campus
    recruitment
	2%

Entrepreneurship /Self-employment	15%

30. Details of Infrastructural facilities

a) Library   (6500 books in general library) 10 Journals available in Dept. Library.

b) Internet facilities for staff & students Internet facility; Available to all staff and PG students.

c) Class room with ICT Facility (centralized smart class room is used.)

d) Laboratories

31. Number of students receiving financial assistance from college, university, government

SC. Post Metric Scholarship:

	2008-2009	**2009-2010**	**2010-2011**	**2011-2012**
B.A	13	12	11	7
M.A	10	2	2	2

32. Details on students enrichment programmes (special lectures / workshops/seminar) with external experts: NIL

33. Teaching methods adopted to improve students' learning: Students are coached for the objective type of evaluation.

34. Participation in Institutional social Responsibility (ISR) and Extension activities: Our students participated in the activities of NCC and NSS.

35. SWOC analysis of the department and future plans:

SWOC Analysis of the Department of Economics.

Strengths

1. The Department of Economics is a full-fledged one.

2. All the faculties are well-experienced.

3. They are well-qualified (2 PhDs).

4. All the faculties are sincere, duty –conscious and dedicated to their work

5. They take interest in not only in academic matters but also in extracurricular matters

6. Many faculties are updating their knowledge by undergoing Ph.D, attending Seminars and publishing papers in reputed journals.

Weaknesses:

1. Majority of the students are hailing from very low economic, social and educational status.
2. Most of the students are hailing from non-mathematics background and they have studied in vernacular medium. The subject of economics being highly technical and abstract requires mathematical knowledge, sound English and computer literacy. Unfortunately the students of economics are lacking in all these requirements.
3. The subject of economics is not attractive to many students and their parents dissuade them not to opt for economics.

Opportunity:

1. Nowadays the field of economics is gaining importance and many companies/educational institutions are ready to recruit them.

2. Availability of journals, internet facility offer ample opportunities for the development of the staff and the students   .

Challenges:

In the wake of globalization, there is a declining trend in arts and science education in general. Our focus is for the overall development of the students by focusing on the skill formation.

Future plan:

1. In order to improve the employability levels of the students career oriented courses like 1) Tourism 2) Banking   3) Insurance are proposed to be introduced.

2. Proposals to start M.Phil course.

ENGLISH

1. Name of the Department : ENGLISH
2. Year of Establishment   : **1968 (As part II Paper for UG courses)**
3. Names of Programmes / Courses offered (UG, B.A., B.Sc., I and II year & B.Com I year.
4. Names of Interdisciplinary courses and the departments / units involved: **Under UGC Career Oriented Programme MASS COMMUNICATION – Certificate course has been introduced.**
5. Annual / Semester/ choice based credit system (Programme wise): **Semester**
6. Participation of the department in the courses offered by other departments : **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc **: NIL**
8. Details of courses / programmes discontinued (if any) with reasons : **NIL**
9. Number of Teaching posts : 3

After Re designation	Sanctioned	Filled
Professors	3	-
Associate Professors	1	1
Asst. Professors	2	2

10. Faculty profile with name, qualification, designation, specialization,
(D.Sc/D.Litt/Ph.D/M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
S. Geetha	M.A., M.Phil., M.Ed.	Associate Professor	Functional English, Linguistics & Fiction stylistics	26 Years	3
Dr. K.M.K. Chakravarthy	M.A., M.Phil., Ph.D	Assistant Professor	Post Colonial Literature Critical theories	14 Years	2
K. Meenatchi	M.A., M.Phil. B.Ed	Assistant Professor	Feminist Writing	14 Years	Nil

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty : **Nil**
13. Student – Teacher Ratio (programme wise) **: Foundation course   58: 1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG:
    Ph.D - 1 Staff
    M.Phil -2 Staff
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **UGC funded Minor project- No. of faculty 1. Grant – Rs 75,000/-**
17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received: **Nil**
18. Research Centre / facility recognized by the University: **Nil**

19. Publications:

a) Publication for faculty: 2 **faculties 1 each**

b) No. of papers published in peer received journals/ National / International by faculty and students: **2 National Papers**

✦ Number of publications listed in international Database : (For eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host., etc) : **Nil**

✦ Monographs **: Nil**

✦ Chapter in Books **– Nil**

✦ Books Edited **– Nil**

✦ Books with ISBN/ISSN numbers with details of publishers **– Nil**

✦ Citation Index **– Nil**

✦ SNIP – **Nil**

✦ SJR – **Nil**

✦ Impact factor – **Nil**

✦ h – index – **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National Committees b) International Committees c) Editorial Boards: **Nil**

22. Student Projects: **Nil**

a). Percentage of Students who have done in – house projects including inter Departmental / programme

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry/ other agencies

23. Awards / Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ Visitors to the department: **Nil**

25. Seminars / Conferences / Workshops organized & the source of funding: **Nil**

a) National

b) International

26. Students profile programme / course wise: **Appended Separately**

Name of the	Applications	Selected	Enrolled	Pass

Course / programme (refer question no.4)	received		Male	Female	percentage
Foundation Course English Part II Paper for UG classes					

27. Diversity of students**: Does not arise**

Name of the Course	Year	% of students from the same state	% of the students from other state	% of the students from abroad
NA				

28. How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil services, Defense services, etc: Does not arise

29. Student progression: No data Available

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil	
PG to Ph.D	
Employed * Campus selection * Other than campus recruitment	
Entrepreneurship / Self – employment	

30. Details of Infrastructure facilities:

a) Library : Main Library

b) Internet facilities for Staff & Students: **NRC**

c) Class rooms with ICT facility: **1**

d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies: - Does not arise

32. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts:

a) **English for Competitive exams, Language/Smart Class for teaching communicative English as part of syllabus ,training the students for career Interview Skills / Soft Skills Group Discussion and Spoken English / Technical English.**

33. Teaching methods adopted to improve student learning:

  ➢ Interactive lecture (Interactive board installed).

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **-**

35. SWOC analysis of the department and Future plans:

  (a) **STRENGTHS**:

    ➢ Meeting, teaching and interacting with all students of UG classes Participation in Intra departmental Activities, both academic and extracurricular activities.

    ➢ Implementation of New syllabus of Foundation course in English

  WEAKNESSES:

    ➢ Lack of communicative skills on the part of the students.

    ➢ Insistence of the students on bilingual teaching.

  OPPORTUNITY:

    ➢ Enhancement of teaching manuals for teaching soft skills, language skills and English for Competitive Examination. Designing of indigenous modules for teaching English for careers with focus on Business Correspondence, Technical English and Interview & Group Discussion.

CHALLENGES:
- ➤ Establishing ICT facilities, Introducing Projects and Assignments Teaching Presentation Skills, Spoken English to all the sections through manual / lecture methods.

FUTURE PLAN:
- ➤ Initiative to introduce Degree or Certificate Course in Functional English

MATHEMATICS

1. Name of the department : **Mathematics**

2. Year of Establishment : **1968**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc: - B.Sc Maths.

4. Names of Interdisciplinary courses and the departments / units involved:

5. Annual / Semester/ choice based credit system (Programme wise): **Semester**

6. Participation of the department in the courses offered by other departments:
(i) B.Com – Maths (ii) B.Sc Comp. Sci. – Maths (iii) B.Sc Phy./Chemistry - Allied Maths

7. Courses in collaboration with other universities, industries, foreign institutions, etc**: -** Nil

8. Details of courses / programmes discontinued (if any) with reasons: **-**

9. Number of teaching posts: 3

Staff Designation	Sanctioned	Filled

Assistant Professor	6	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
P.Sithra	M.Sc., M.Phil.,	Assistant Professor	Mathematics	18 Years	-
G. Soudjada	M.Sc., M.Phil., B.Ed	Assistant Professor	Mathematics	18 Years	-

11. List of senior visiting faculty**: -** Nil

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty: **-** Nil

13. Student – Teacher Ratio (programme wise**): 13: 1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **-** Nil

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG:

   M.Phil -2 Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **-** Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received: **-** Nil

18. Research Centre / facility recognized by the University: **-** Nil

19. Publications:

 a) Publication for faculty: **-**

 b) No. of papers published in peer received journals/ National / International by faculty and students: **G. Soudjada** - 4 **International Papers**

- ✦ Number of publications listed in international Database : (For eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host., etc) : Nil
- ✦ Monographs : Nil
- ✦ Chapter in Books – Nil
- ✦ Books Edited – Nil
- ✦ Books with ISBN/ISSN numbers with details of publishers – Nil
- ✦ Citation Index – Nil
- ✦ SNIP – Nil
- ✦ SJR – Nil
- ✦ Impact factor – Nil
- ✦ h – index – Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in
    a) National Committees b) International Committees c) Editorial Boards: Nil

22. Student Projects: Nil
    a). Percentage of Students who have done in – house projects including inter
        Departmental / programme

    b) Percentage of students placed for projects in organizations outside the institution i.e in Research laboratories / Industry/ other agencies

23. Awards / Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ Visitors to the department: **Nil**

25. Seminars / Conferences / Workshops organized & the source of funding: **No**
    a) National
    b) International

26. Students profile programme / course wise:

Name of the Course / programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
B.Sc., Maths (2008-09)	124	6	4	2	50%
B.Sc., Maths (2009-10)	76	11	7	4	Nil
B.Sc., Maths (2010-11)	78	7	3	4	16%
B.Sc., Maths (2011-12)	50	5	2	3	45.5%
B.Sc., Maths (2012-13)	76	14	6	8	42%

27. Diversity of students**:**

Name of the Course	Year	% of students from the same state	% of the students from other state	% of the students from abroad
B.Sc	2009-10	86%	14%	No
B.Sc	2010-11	86%	14%	No
B.Sc	2011-12	70%	30%	No
B.Sc	2012-13	100%	07%	No
B.Sc	2013-14	75%	25%	No

28. How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil services, Defense services, etc: -

29. Student progression:

Student progression	Against % enrolled			
	2009-10	2010-11	2011-12	2012-13
UG to PG	50	Nil	26.3%	9%
PG to M.Phil	Nil	Nil	Nil	Nil
PG to Ph.D	Nil	Nil	Nil	Nil
Employed * Campus selection * Other than campus recruitment	Nil 66%	Nil Nil	Nil 21%	Nil 18%
Entrepreneurship / Self – employment	17%	Nil	31%	18%

30. Details of Infrastructure facilities:

   a) Library   : Available in general library

   b) Internet facilities for Staff & Students: Available Dept.

   c) Class rooms with ICT facility: **(centralized smart room facility)**

   d) Laboratories: **Comp. Sci. lab is used**

31. Number of students receiving financial assistance from college, university, government or other agencies:-

Year	Govt. Scholarship
2009-10	Nil
2010-11	01
2011-12	Nil
2012-13	01
2013-14	Nil

32. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts: - Nil

33. Teaching methods adopted to improve student learning:-Lecture, Discussion and LCD Presentation.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **-** Nil

35. SWOC analysis of the department and Future plans:

(a) **STRENGTHS**:

- ➢ Highly Qualified and efficient faculty members.
- ➢ Internet facility available at NRC and Department.
- ➢ LCD Projector is available in the department.

WEAKNESS:

- ➢ **I**n the wake of the growth of engineering colleges, the students' strength in Mathematics has declined. Consequently the vacancies in the dept. has not been filled up.

OPPORTUNITIES

- ➢ Staff is provided opportunity to participate in Seminars / Conference / Orientation/ Refresher Courses.
- ➢ Faculties are taking responsibilities in various academic / culture / sports activities.

CHALLENGE

- ➢ To make the students brighter and eligible to be placed in good companies.

FUTURE PLAN:

- ➢ Education fairs may be conducted to create awareness on Mathematics course. among the students and parents
- ➢ Depending on response, more Mathematics oriented Programmes may be promoted as an Interdisciplinary module by other Branches of studies.

PHYSICS

1. Name of the department   :   **PHYSICS**
2. Year of Establishment   :   **1978**
3. Name of Programmes / Courses offered**: (UG, B.Sc(PHYSICS)**

4. Names of Interdisciplinary courses and the department /units involved: None

5. Annual / semester /choice based credit system (Programme wise): **semester**

6. Participation of the department in the courses offered by other department

   Allied physics (Theory &Practical) for B.Sc (Chemistry) students

7. Courses in collaboration with other universities, institutions, foreign institutions, etc. Not Applicable

8. Details of courses / Programmes discontinued (if any) with reasons: (**Nil)**

9. Number of teaching posts

Staff Designation	Sanctioned	Filled
Professors		-
Associate Professors		01
Asst. Professors	06	03

10. Faculty profile with name qualification, designation, specialization,

(D.Sc.D.Litt. /Ph.D. /M.Phil. Etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Years Ph.D. Students guided for the last 4 years
Dr.A.Kalyanasundaram	Ph.D	Associate Prof.	Photonics	24	-
Dr.R.Rengaiyan	Ph.D	Asst. Prof	Solar energy	28	-
M.G.V.Sankaracharyulu	M.Phil.	Asst. Prof	Nucl. Phys.	9	-
Dr.B.Nagabalasubramanian	Ph.D	Asst. Prof	Molecular physics	16	-

11. List of senior visiting faculty   **: Nil**

12. Percentage of lectures delivered and practical classes handled (programme wish) by temporary

   Faculty   : **Nil**

13. Student-Teacher Ratio (Programme wise): 9:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Sanction -4, Filled - 2

15. Qualifications of teaching faculty with Dsc/D.Litt/Ph.D/MPhil/PG. :

Ph.D - 3Nos.   M.Phil. - 1 No.

16. Number of faculty with ongoing projects from a) National b) International funding agencies

   And grants received: **Nil**

17. Department projects funded by DST-FIST;UGC,DBT,ICSSR,ect.and total grants received**: Nil**

18. Research center/ facility recognized by the University: **NA**

19. Publication:

a) Publication per faculty

Number of papers publications in pear review journals

Name of the faculty.	No of papers National	International
1.Dr. A.Kalyanasundaram	**2**	**6**
1) Dr.R.Rengaiyan	6	9
2) Dr.P.S.Nagabalasubramanian	-	8

 *Number of Publication list in International Database

* Monographs: - Nil

* Chapters in Books: - Nil

* Books Edited: - Nil

*Books with ISBN/ISSN: - Nil

* Citation Index: - Nil

* SNIP: - Nil

* SJR: - Nil

* Impact factor: - 02 (1.952 & 1.611)

*hi- index: - Nil

Name of faculty	No. of papers	Impact factor
1 P.S.Nagabalasubramnian	7	1.952
- do -	1	1.611

20. Areas of consultancy and income generated: **(Nil)**

21. Faculty as members in

a) National committees b) International committees c) Editorial Boards**: NIL**

22. Students projects   :   NIL

a) Percentage of students who have done in-house projects including inter departmental /programme

b) Percentage of students placed for projects in organization outside the institution i.e.in

Research laboratories /Industry other agencies.

23. Awards/Recognitions received by faculty and students   :

1. Dr.Nagabalasubramanian awarded as best poster presenter at international conference, Cuddalore

2. Dr.Nagabalasubramanian received Young Scientist award in the field of molecular physics at a National conference at Puducherry (March 2014)

24. List of eminent academicians and scientists / visitors to the department: NIL

Eminent Academician & Scientist DR.FAROOKH visited and interacted with the 2nd and 3rd year students.

25. Seminars /Conferences /Workshops organized & the source of funding   :

A). National- None). International –NIL

26. Students profile programme /course wise:

Name of the course/programme (refer question no.4)	Applications received	Selected Admitted	Enrolled		Pass percentage
			*M	*F	
B.Sc., Physics (2008-2009)	91	4	3	1	100
B.Sc., Physics (2009-2010)	69	05	02	03	100

B.Sc., Physics (2010-2011)	78	03	01	02	50
B.Sc., Physics (2011-2012)	47	01	0	1	40
B.Sc., Physics (2012-2013)	76	05	03	02	66

27. **DIVERSITY OF STUDENTS**

Name of the Course	Years	% of students from same state	% of students from other states	% of students from Abroad
B.Sc	2008-2009	100	00	NO
	2009-2010	80	20	NO
	2010-2011	66.66	33.3	NO
	2011-2012	0	100	NO
	2012-2013	100	0	0
	2013-2014	92	8	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services & Defense services, etc? NIL

29.   **STUDENT PROGRESSION DETAILS**

SL.NO	STUDENT PROGRESSION	AGAINST % ENROLLED
1.	UG to PG	80
2.	PG to M.Phil	60
3.	PG to Ph.D	40
4.	Employed: Campus Selection other than campus	20 0
5.	Self Employed/Entrepreneur other recruitment	Nil

30. Details of Infrastructural facilities

a) Library   : Books: (2011-12): 92

JOURNALS: 3Nos. **(Pramana, Earth System Science Resonance**)

MAGAZINE: 2Nos. **(Electronics for you, Science Reporter**)

b) Internet facilities for staff & students: Available for students and staff in the department

c) Class room with ICT Facility: Nil

d) Laboratories: **3(Mechanics, Optics & Electronics)**

31. Number of students receiving financial assistance from college, university,

Government or other agencies   2009-10: 1   2010-11: 1   2011-12: 1

32. Details on students enrichment programmes (special lectures / workshops,/seminar) with external experts**.(Nil)**

33. Teaching methods adopted to improve students' learning: Using Digital Teaching aids

34. Participation in Institutional social Responsibility (ISR) and Extension activities **(Nil)**

35. SWOC analysis of the department and future plans

Strengths

 * Having well qualified faculty and well established laboratory up to PG level
 * Internet facility

Weakness:

 * lack of student strength

Opportunities:

 * Both staff and students have a lot of opportunity to utilize lab with modern equipment
 * Sufficient no. of class rooms
 * Easy access to the faculty

+ Specialized electronics lab with modern digital equipments

Challenge

Increasing number of engineering colleges affect the student intake.

Future Plan

Encouraging the school students to take up higher education in science which would improve the students' strength in science discipline

+ Conducting science awareness programmes for school children
+ Conducting seminars/ conferences
+ Starting new courses as per demand.

PUBLIC ADMINISTRATION

1. Name of the Department   : **Public Administration**

2. Year of Establishment   : **1993**

3. Names of Programmes / Courses offered (UG,PG,M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc: **Post Graduate**

4. Names of Interdisciplinary courses and the departments / units involved: **Nil**

5. Annual / Semester/ choice based credit system (Programme wise): **Semester**

6. Participation of the department in the courses offered by other departments: **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc**: Human rights foundation course, University Grants Commission sponsored**

8. Details of courses / programmes discontinued (if any) with reasons: **Nil**

9. Number of Teaching posts

Staff Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
Dr. Md. Asaad Raza	M.A. M.Phil, Ph.D	Assistant Professor	Indian Constitution	11 years	02
Mr. K. Selvarajan	M.A. M.Phil, M.B.A	Assistant Professor	Human Resource Management	20 Years	Nil
Miss R. Lalitha Tirupura Sundari	M.A. M.Phil	Assistant Professor	Personnel Management	20 Years	Nil
Mr. V. Chandrasekaran	M.A. M.Phil, M.B.A	Assistant Professor	Financial Administration	14 Years	Nil

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty : **Nil**
13. Student – Teacher Ratio (programme wise): **5 : 1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil.**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG

    Ph.D - 1 Staff

    M.Phil - 3 Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

No. of faculty	No. of ongoing project	Total Rs.
1	Minor	60,000/-

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received:

    Foundation Course in Human Rights funded by UGC. It is a Joint venture with Social Work Department.

18. Research Centre / facility recognized by the University: **Nil**

19. Publications:

a) Publication per faculty

b) No. of papers published in peer reviewed journals/ National / International by faculty and students.

Sl. No.	Name of faculty	No. of papers (National)	No. of papers (International)
1	Dr. Md. Asad Raza	0	2
2	K. Selvarajan	0	2
3	V. Chandrasekaran	1	7

+ Number of publications listed in international Database : **Nil**
+ Monographs **: Nil**
+ Chapter in Books
+ Books Edited

Sl. No.	Name of the faculty	No. of Publication
1	Dr. Md. Asad Raza	1
2	K. Selvarajan	1

- Books with ISBN/ ISSN/ numbers with details of publishers:

Sl. No.	Name of the faculty	No. of Publication
1	Dr. Md. Asad Raza	07
2	K. Selvarajan	07
3	Lalitha Thiruura Sundari	01
4	V. Chandrasekaran	04

- Citation Index – **Nil**
- SNIP – **Nil**
- SJR – **Nil**
- Impact factor – **Nil**
- h – index – **Nil**

20. Areas of consultancy and income generated: **None**
21. Faculty as members in
    a) National Committees b) International Committees c) Editorial Boards: **Nil**
22. Student Projects
    a). Percentage of Students who have done in – house projects including inter
        Departmental / programme: **Nil**

    b) Percentage of students placed for projects in organizations outside the
institution i.e in Research laboratories / Industry/ other agencies: **Nil**
23. Awards / Recognitions received by faculty and students:
    a) Faculty- Mr. K. Selvarajan, Assistant Professor, Loganathan Prize for
        Best paper, by L.N. Government College, Ponnery, Tamil Nadu. It is a
UGC sponsored National Level Seminar on October -2011.
    b) Miss. Ambika, student, received ICSSR Scholarship Award in 2012.
    c) Miss. Sangeetha (2011-12) received gold medal from Pondicherry
University.
24. List of eminent academicians and scientists/ Visitors to the department: **Nil**
    Seminars / Conferences / Workshops organized & the source of funding:
    a) National **–**

- **UGC Sponsored Two day National Seminar on Role of Legislative, Executive and Judiciary in Indian Democracy in July 2011.**
- **UGC Sponsored Two day National Seminar on Human Rights – Victims & Rehabilitation in March 2012.**
- **UGC Sponsored Two day National Seminar on Administrative Reforms in India, July 2013.**

b) International **: None**

25. Students profile programme / course wise:

Academic Year	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
(MPA) 2008-09	71	05	04	1	100%
2009-10	58	08	08	0	100%
2010-11	53	05	03	2	80%
2011-12	62	05	03	2	80%
2012-13	35	07	0	7	100%

26. Diversity of students

Name of the Course	% of students from the same state	% of the students from other state	% of the students from abroad
MPA 2009-10	92	8	Nil
2010-11	92	8	Nil
2011-12	90	10	Nil
2012-13	100%	0%	Nil
23013-14	100%	0%	Nil

27. How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil services, Defense services, etc?

* Dec 2010 – NET JRF with Lectureship – 01

* Dec 2010 – NET Lectureship – 01

* 2011 – SET Lectureship -01

28. Student progression

Student progression	Against % enrolled
UG to PG	Nil
PG to M.Phil	Nil
PG to Ph.D	-
Employed * Campus selection	- 0
* Other than campus recruitment	8%
Entrepreneurship / Self – employment	3%

29. Details of Infrastructure facilities:

a) Library: **General Library 761 books available.**

b) Internet facilities for Staff & Students: **Available**

c) Class rooms with ICT facility: **No**

d) Laboratories: **No**

30. Number of students receiving financial assistance from college, university, government or other agencies:

From Government Schedule Caste Students Received Scholarships. The year wise data is given below:

➢ 2008-09   : Male -03

➢ 2009-10   : Male - 04

➢ 2010-11   : Male – 01 , Female – 01

➢ 2011-12   : Female - 02

31. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts.

➢ Motivational programme for students on Self – employment 2012

- Motivational programme for students on competitive examination 2012

- Environment and Sustainable development – one day workshop 2011

- Career guidance programme – 2012

- Personality development programme – 2012

- National Seminar on Administrative Reforms, July 2013

32. Teaching methods adopted to improve student learning

- We teach our students basic knowledge of information technology and prepare them to make the best use of it in Public Administration.

33. Participation in Institutional Social Responsibility (ISR) and Extension activities.

- Blood donated by the Students who also participated in awareness campaign conducted by NSS.

34. SWOC analysis of the department and Future plans

STRENGTH:

All the faculty members shall gain their doctorate degree in the near future.

WEAKNESS:

No feeder undergraduate course is available in this programme, Hence students intake is very minimum.

OPPORTUNITES:

This programme is devised according to the present need of employment. The students have ample opportunities to successfully pass through the civil services examinations and equip themselves for the Main civil service examination.

The sessions of group discussion, speech competitions, subject quiz programmes (every week), developing communication skills, strengthening English language by concentrating on the modules of Reading, Writing, Listening and Speaking.

CHALLENGES:

Students are admitted from inter – disciplinary subjects, with a very poor English knowledge. Students are unaware of the subject and its scope and importance in the near future. The subject has no employment opening in public sectors and no recruitment rules have been framed for the students of this subject. We, the faculty members counsel the students by delivering specific talks and motivating them by explaining the importance of the course in Indian Administrative Service. It is a great challenge for us to successfully continue this programme in spite of so many hurdles.

FUTURE PLANS:

We propose to start M.Phil course and IAS coaching classes for the students, and also to start feeder course.

SOCIAL WORK

1. Name of the department   : **Post Graduate Department of Social Work.**

2. Year of Establishment   : **1993**

3. Names of Programmes / Courses offered (UG,PG,M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc.: **PG Degree in Social Work.**

4. Names of Interdisciplinary courses and the departments / units involved **Foundation Course in Human Rights 2011**

5. Annual / Semester/ choice based credit system (Programme wise): **Semester system (Credit System to be introduced from the academic year 2014)**

6. Participation of the department in the courses offered by other departments: **None**

7. Courses in collaboration with other universities, industries, foreign institutions, etc**: None**

8. Details of courses / programmes discontinued (if any) with reasons: None

9. Number of teaching posts

Staff Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	01	01
Asst. Professors	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
Dr. S. Pandi	M.A. (Soc) M.A. (SW) M.Phil., Ph.D	Associate Professor	Generic	36 Years	None
Dr. K. Sivakumar	M.A. (SW) M.Phil, B.Ed., Ph.D	Assistant Professor	HumanResource Management	19 Years	None
T. Peter Antony	M.A (SW) M.Phil., Doing Ph.D	Assistant Professor	Community Development	19 Years	NA
Dr. V. Lakshmanapathi	M.A (SW)., M.Phil., M.A.(PM &IR), PG Diploma in Counselling Ph.D	Assistant Professor	Medical & Psychiatry	16 Years	Guiding 4 Candidates

Sunder Arumugam	M.A. (SW) M.Phil., Qualified NET Doing Ph.D.	Assistant Professor	Human Resource Management	14 Years	Nil

11. List of senior visiting faculty:

Name	Designation	Name of the Institution
Capt. D.V.P. RAJA	Director	Madurai Institute of Social Sciences
Dr. NARAYANA RAJA	Retd. Principal	Madurai Institute of Social Sciences.
Dr. KANNA MAHALINGAM	Principal	Madurai Institute of Social Sciences
Dr. A. SAVARIMUTHY	Head & Dean	Dept. of Human Resource, St. Joseph's College, Trichirapalli.
Dr. A.J.CHRISTOPHER	Prof. & Head	Sacred Heart College, Thirupattur.
Dr. MANGALESWARAN	Asst. Professor	Dept. of Social Work, Bharathidasan University, Tiruchirapalli.
Dr. P. ILANGO	Prof & Head	Dept. of Social Work, Bharathidasan University, Tiruchirapalli.
Dr. ANBU	Asst. Professor	Pondicherry University , Puducherry.
Dr. VIJAYA VENKATESH	HRM Trainer	HopeTrust, Chennai
Dr. ARUL MURUGAN	Asst. Professor of Management	Pondicherry University , Karaikal Campus.
Dr. SHEENA	Asst. Professor of Management	Pondicherry University , Karaikal Campus.

Mr. T. VASUDEVAN	GM (HR)	ONGC, Cauvery ASSET Karaikal.
Mr. T. KK. RAMAN	Sr. Manager, Communications	ONGC, Cauvery ASSET Karaikal.
Mr. D. MOGANE	Joint Director	Planning & Research Dept. Govt. Of Puducherry, Karaikal.
Mr. THIRUNAVUKARASU	State Co - ordinator	TANSAC, Tanjore.
Mr. ANTO ALPHONSE	Sr. Superintendent	Police Dept., Karaikal
Dr. BOSCO	Asso. Professor	Dept. of Social Work , Sacred Heart College, Thirupattur.
Mr. CHANDRASEKAR	Project Director	Hope Foundation, Tarangambadi.
Dr. SEKHAR	Prof & Head	Dept. of Psychiatry, NIMHANS, Bangalore.
Mr. NATHARSHA MALIM	Program Manager (Operation)	Project Concern India, (PCI), New Delhi.
Dr. VENKATRAMAN	Regional Co - ordinator	IIDS, Karaikal.
Dr. MOHAN RAJ	Chief Medical Officer	Community Health Centre, Thirunallar.
Mrs. TERESA MARY REKHA	Project Co - ordinator	IIDS, Tarangambadi
Mr. ANTONY BASKAR	Sr. Manager	HR, KIRLSKAR, Coimbatore.
Mrs. RAMYA	Counsellor	Dept. of Child Welfare, Karaikal.
Mr. SENDIL COUMARANE	Administrative Officer	VOLONTARIAT, Puducherry.

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty: **None**

13. Student – Teacher Ratio (programme wise**) :   4 : 1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Not Applicable.**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG

   Ph.D - 3 Staff
   M.Phil & Doing Ph.D., -2 Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **None**

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received: **None**

18. Research Centre / facility recognized by the University: **None**

19. Publications:

 a) Publication per faculty

b) No. of papers published in peer reviewed journals/ National / International by faculty and students.

Sl. No.	Name of faculty	No. of papers (National)
1	Dr. K. Sivakumar	1
2	T. Peter Antony	1
3	Dr. V. Lakshmanapathy	
4	Sunder Arumugam	11

 ✦ Number of publications listed in international Database : **Nil**
 ✦ Monographs **: Nil**
 ✦ Chapter in Books
 ✦ Books Edited

Sl. No.	Name of the faculty	No. of Publication
1	Dr. K. Sivakumar	7

| 2 | Dr. V. Lakshmanapathy | 2 |
| 3 | Sunder Arumugam | 4 |

- Books with ISBN/ISSN/ numbers with details of publishers:

Sl. No.	Name of the faculty	No. of Publication
1	Dr. S. Pandi	2
2	Dr. V. Lakshmanapathy	2
3	Sunder Arumugam	4

- Citation Index – **Nil**
- SNIP – **Nil**
- SJR – **Nil**
- Impact factor – **Nil**
- h – index – **Nil**

20. Areas of consultancy and income generated: **None**
21. Faculty as members in
    a) National Committees b) International Committees c) Editorial Boards: **None**
22. Student Projects
    a). Percentage of Students who have done in – house projects including inter Departmental / programme.
    b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry/ other agencies: **None**
23. Awards / Recognitions received by faculty and students:
    a) Faculty- Dr. S. Pandi received Best partnership award by Hope foundation
    b) Four students received University Gold Medals – (2009, 2011, 2012, 2013).
24. List of eminent academicians and scientists/ Visitors to the department:
    Seminars / Conferences / Workshops organized & the source of funding
    c) National –
    - **UGC Sponsored National Conference on A Strategic Intervention of Improving the Marginalized – A Social Work Perspective (2012).**

✦ **UGC Sponsored National Seminar on Human Rights – Victims & Rehabilitation (2013).**

d) International **: None**

25. Students profile programme / course wise:

Name of the Course / programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Foundation Course in Human Rights	72	57	35	22	85%
MSW 2009-10	71	17	02	15	80%
2010-11	77	17	13	04	83.33%
2011-12	77	11	5	06	82.35%
2012-13	70	08	02	06	100%

26. Diversity of students

Name of the Course	% of students from the same state	% of the students from other state	% of the students from abroad
MSW 2009	16 Nos	01 Nos	None
2010	17 Nos	00	None
2011	10 Nos	01 Nos	None
2012-13	100%	0%	None
23013-14	100%	0%	None

27. How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil services, Defense services, etc? **None**

28. Student progression

Student progression	Against %

	enrolled
UG to PG	Nil
PG to M.Phil	06%
PG to Ph.D	-
Employed * Campus selection	- 18%
* Other than campus recruitment	21%
Entrepreneurship / Self – employment	None

29. Details of Infrastructure facilities:

a) Library: **Available**

b) Internet facilities for Staff & Students: **Available**

c) Class rooms with ICT facility: **No**

d) Laboratories: **Not Applicable**

30. Number of students receiving financial assistance from college, university, government or other agencies

➢ Government – 2010 – 05 Students

➢ Government – 2011 – 01 Students

➢ Government – 2012 – 02 Students

31. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts.

➢ Capacity Building Programme - 2012

➢ HIV/AIDS – 2011

➢ Workshop on Social Inclusion & Exclusive Policy – 2009

➢ National Seminar on Human Rights

➢ National Conference on Marginalised

Community Service themes with external experts

1. Alcoholism as disease (Avvai De – addiction centre, Karaikal 25.03.2013

2. Child care Community Health Centre, Thirunallar 25.03.2013

3. Awareness on HIV/AIR among college students (VBEDS, Karaikal) 14.03.2013

4. Child Care (Avvai, Nagapattinam) 04.04.2013

5. Self employment of differently able (Hope foundation) 10.04.2013

6. Child Protection (Social Welfare Dept. , Karaikal) 28.03.2013

7. Nutrition & Health (Immaculate Convent, T.Pattinam) 19.03.2013

8. Awareness programme on Adi-dravidar welfare Scheme (AD, Welfare Dept.) 01.04.2013

9. Elders and clean lines (HOSPICE Old age Home, Karaikal) 20.03.2013

10. Factories Act (HR Johnson Tiles, Thirunallar) 20.11.2013

11. Domestic Violence (ONGC, Neravy) 31.10.2013

12. Alcoholism & Art of poverty (Avvai, Nagapattinam) 15.10.2013

13. Cleanliness – Health & Hygiene (Godrej, Karaikal) 20.11.2013

14. Role of Labour Welfare Officer (ONGC, Neravy) Nov-2013

15. Awareness on Blood donation (Health Dept, Karaikal) 25.11.2013

16. Women Issues (SNEHA – NGO)

17. Women's Day (VBEDS),Karaikal 08.03.2014

18. Problems of unorganized labour (Labour Dept., Karaikal) March 2014

19. Life skill development (Hope Foundation) April 2014

20. Child line care (Social Welfare Dept, Karaikal) March 2014.

32. Teaching methods adopted to improve student learning

- Lecture Method – Bilingual (Tamil & English)

- Prepare them for the Lessons and Conduct Continuous Internal Tests

- Distribution of study materials to help them prepare for the University Exams better.

- Seminars, group discussions, field visit, field work programmes.

33. Participation in Institutional Social Responsibility (ISR) and Extension activities.

- The faculties participate as resource persons for NCC / NSS students during Camps.

- Faculty members also take part in awareness campaigns in schools and colleges.

- Students of Social Work conducted a survey on Sanitation and Garbage conditions in Karaikal in coordination with Collectorate, Karaikal, 2014.

34. SWOC analysis of the department and Future plans

STRENGTH:

Highly Motivated Faculty, Team Work; Inter Agency Cooperation, Good Rapport with the Field Work Agency, Nodal Agency – Psycho – social Care, NET Coaching Class, Good number of Books, Committed and Hard Working Students, Presence of Governmental, Non – Governmental and Industrial Setting, Field Work Agencies in Karaikal.

WEAKNESS:

Temporary Affiliation by the University, absence of Feeder Course

OPPORTUNITY:

Campus Interview, Internet facility for the students and faculty, sufficient Books in the Library.

Social Work market is highly demand oriented

CHALLENGES:

1) Preparing the students of rural background and mostly the first generation learners

2) Preparing the potential Social Workers with no Social Work understanding in their Under Graduation.

FUTURE PLANS:

The need for Under Graduate course in Social Work is very much required when it comes to the eligible criteria in Government posting where under graduation in Social work is a perquisite. Hence the Department plans to introduce Under Graduate course in Social Work. Proposal has been submitted.

The scope of Social Work is on the rise with the growth of NGOs. Since the Social Work subject is introduced in many colleges in the periphery of Karaikal & Puducherry, there is a need to start Research Courses in Social Work .The department would strive towards this also.

TAMIL

1. Name of the department : **Tamil**

2. Year of Establishment : **1973**

3. Names of Programmes / Courses offered (UG,PG,M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc) : **UG & PG**

4. Names of Interdisciplinary courses and the departments / units involved: **Nil**

5. Annual / Semester/ choice based credit system (Programme wise): **Semester**

6. Participation of the department in the courses offered by other departments: **B. Com., B.A. Economics, B.Sc-Physics, Chemistry, Maths, Zoology, Comp. Sci. – Part I Tamil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc**: Nil**

8. Details of courses / programmes discontinued (if any) with reasons : **Nil**

9. Number of teaching posts: 15

Sanctioned	Filled
15	11

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
Dr. V. Thenkovan	M.A., M.Phil., Ph.D	Associate Professor	Saiva Siddhanantham, Bakthi Literature	21 Years	Nil
Dr. N. Viyasarayar	M.A., M.Ed., PGDTA., Ph.D	Assistant Professor	Modern Literature	13 Years	Nil
A. Sowda Ummal	B.Sc., M.A., PGDJMC.	Assistant Professor	Journalism, Modern Literature, Literary Criticism	25 Years	Nil
Dr. V. Rajeswari	B.Sc., M.A., M.Phil., Ph.D	Assistant Professor	Bakthi Literature, Translation	9 Years	Nil
Dr. S. Nagarathinam	M.A., M.Phil., Ph.D	Assistant Professor	Modern Literature	9 Years	Nil

Dr. K. Sekar	M.A., M.Phil., Ph.D	Assistant Professor	Journalism, Linguistics	18 Years	Nil
M. Mohamed Asan Maraicar	M.A., M.Phil., B.Ed., Dip. ATP	Assistant Professor	Modern Literature	15 Years	Nil
K. Kumar	M.A., M.Phil.,	Assistant Professor	Bakthi Literature	15 Years	Nil
K. Latha	M.A., M.Phil., B.Ed.	Assistant Professor	Modern Literature	15 Years	Nil
Dr. V.Selvaperumal	M.A M.Phil, B.Ed., Ph.D	Assistant Professor	Bakthi Literature,Modern Literature, Grammar & Sanga Ilakiyar	15 years	1
A.Rajakumari	M.A, M.Phil	Assistant Professor	-	15years	Nil

11.List of senior visiting faculty**:**

Dr. A. AruviNambi, Pondicherry University

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty: **Nil**

13. Student – Teacher Ratio (programme wise**) :**

Student teacher Ratio: UG - 12.5: 1
: PG – 2.4: 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG

With Ph.D - 6 Staff

With M.Phil -   4 Staff

With PG   -   1Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received: **Nil**

18. Research Centre / facility recognized by the University: **Nil**

19. Publications:

 a) Publication for faculty

No. of papers published in peer reviewed journals.

Name	National	International
Dr.S.Nagarathinam	2	7

* Number of publications listed in international Database : -
* Monographs **: Nil**
* Chapter in Books **– Nil**
* Books Edited **:**

Sl. No.	Name of faculty	No. of Publication
1	Md. Asan Maraicar	1
2	K. Latha	1

* Books with ISBN/ISSN numbers with details of publishers:

Sl. No.	Name of faculty	No. of papers (National)
1	Dr. V. Thenkovan	2
2	Dr. K. Sekar	1

* Citation Index – **Nil**
* SNIP – **Nil**
* SJR – **Nil**
* Impact factor – **Nil**
* h – index – **Nil**

20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in
    a) National Committees b) International Committees c) Editorial Boards: **Nil**
22. Student Projects: **Inter departmental for Journalism and Folk lore   from 2009 to 2013 UG / PG**
    a). Percentage of Students who have done in – house projects including inter Departmental / programme
    b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry/ other agencies
23. Awards / Recognitions received by faculty and students:

a) Faculty-:

1. Asst. Prof.A. Sowda Ummal

Sl. No.	Name of the Title	Date/ Year	Organization and Places
1	Avvai Award	2013-14	Lions Clubs,Karaikal
2	Tamil Chudar	29.05.2009	Tamiliya Kalvi Kazhagam, Thiruvaiyaru.
3	Kappiya Seer Kavalar	03.08.2009	Kappiya Kazhagam, Karaikal
4	Samudhaya Sirpi	10.07.2011	Annai Kadeeja Magazine, Trichy.

2. Md. Asan Maraicar

Sl. No.	Name of the Title	Date/ Year	Organization and Places
1	Kalaikku Mamani	18.03.2012	Artist Association, Karaikal

b) Students:
   (i) Miss. Alphonsa (B.A Tamil) University I Rank - 2009

  (ii) Miss A. Dhanalakshmy, represented Pondicherry University ,
        Kabaddi Women Team at KVR College, Nandigama, Andhra Pradeshfrom

06.11.2013 to 10.11.2013.

24. List of eminent academicians and scientists/ Visitors to the department:

Programme	Visitor
"Idhaziyal Vizha" (Releasing Manuscripts of UG and PG Students)	Dr. S. Arokianathan, Dean, Tamil Dept., Pondicherry University.
Arignar Anna Birthday Centenary function	Thiru. Kattha. Duraisamy, Programme Executive, All India Radio, Karaikal.
"Nattuppuraviyal Vizha" (Releasing audio – cassette and CDs of M.A. Students on Folk songs and stories of Karaikal District).	Dr. K.A. Gunasegaran, Director, International Institute of Tamil Studies, Chennai.
"Pecchu Kalai"	Dr. N. Ilango, Associate Professor of Tamil, (Kanchi MamunivarCentre for – Post Graduate Studies, Pondicherry.

25. Seminars / Conferences / Workshops organized & the source of funding:
   (i) Workshop on Tamil Classical Literature – 2013 (10 days)
   (ii) Workshop on Tamil Grammar – 2014 (10 days) (Funded by Tamil Research Centre, Chennai)
   a) National
   b) International

26. Students profile programme / course wise:

Name of the Course /	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
BA (Tamil)					
(2008-09)	403	50	17	33	56.67%
(2009-10)	470	47	23	24	41.18%
(2010-11)	272	31	15	16	53.84%
(2011-12)	254	24	10	14	81.08%
(2012-13)	249	36	11	25	100%
MA (Tamil)					
(2008-09)	44	16	12	4	100%
(2009-10)	34	15	4	11	100%
(2010-11)	34	13	7	6	68.75%
(2011-12)	48	19	7	12	100%
(2012-13)	21	9	3	6	100%

27. Diversity of students

Name of the Course	Year	% of students from the same state	% of the students from other state	% of the students from abroad
BA (Tamil)	2008-09	100	0	No
	2009-10	100	0	No
	2010-11	96.77	3.23	No
	2011-12	95.83	4.17	No
	2012-13	97	3	No
	2013-14	100	0	No
M.A(Tamil)	2008-09	100	0	
	2009-10	93.33	6.67	No
	2010-11	100	0	No
	2011-12	100	0	No
	2012-13	100	0	No
	2013-14	100	0	No

28. How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Students cleared UGC –NET – 10

Students cleared SLET - 03

Student progression	Against % enrolled			
	2009-10	2010-11	2011-12	2012-13
UG to PG	90	90	90	60
PG to M.Phil	95	95	90	95
PG to Ph.D	25	25	00	00
Employed * Other than campus recruitment	25	30	40	40
Entrepreneurship / Self – employment	25	40	45	50

30. Details of Infrastructure facilities:
   a) Library: **Books available in the General Library and in the Dept. Library.**

   b) Internet facilities for Staff & Students: **Available in the Department and also at NRC during working hours on all working days.**

   c) Class rooms with ICT facility: **Nil**

   d) Laboratories: **Nil.**

31. Number of students receiving financial assistance from college, university, government or other agencies:- 17 (UG &PG)

32. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts:

Date	Events/ Activities	Eminent External experts and Visitors.
18.11.2010	Sanga Ilakkiya Aayvaragam	Dr. R. Ramamoorthy, (Retd. CEO Karaikal)
14.02.2011	Prophet Mohamed Birth day	Advocate, S. Ameer Jawahar ,

		Chennai
02.03.2011	Centenary function of Makkal Thalaivar V. Subbiah	Mr. N.G.R. Ilango , Mr. Dinesh Ponnaiya, Pondicherry.
23.03.2011	Literary Criticism and Feminism	Dr. K. Panchangam, PG Centre, Pondicherry.
15.09.2011	Arignar Anna Birth day	Dr .R. Ramamoorthy, Karaikal,
09.02.2012	Prophet Mohamed Birth day	Arutkavi M. Mohamed Thaha, Adhiram pattinam.
01.03.2012	Nattuppuraviyal Vizha	Kalaimamani Karai Subbiah and Kanagarasu.
29.03.2012	Ilakkana Aayvarangam	Dr. Rama . Ramamurthy
12.04.2012	Dr. Ambedkar Birth day	Mr. K.R. Packirisamy, President, Ambedkar Association.

33. Teaching methods adopted to improve student learning:

> **Slip test, Assignment works, Open book test and Coaching for NET.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Uzhavaram undertaken by the students of Tamil.

35. SWOC analysis of the department and Future plans

(a) **STRENGTHS**:

> Number of highly qualified   teachers with NET.

> Internet and Library facility in the Dept.

> Using new technologies Computer and DVD player to create computer knowledge, awareness on Modern Literature and on translation works.

WEAKNESS:

- Most of the students are from economically poor background.

OPPORTUNITIES:

- Providing opportunity to attend seminars and conference for the faculty members and also for students.

- Faculty members are provided opportunity to participate in the orientation and Refresher courses.

- Providing sponsorship for higher education.

- Faculty members are taking responsibility in various Academic, Cultural and Sports activities.

CHALLENGE:
- To make the students brighter and eligible to attend the competitive examinations like NET/TET etc.,

FUTURE PLANS:

- Planning for a workshop in collaboration with Classical Tamil Research centre, Chennai.

- Planning for a National Seminar on Arignar Anna and his Literary works.

- To add new courses M.Phil and Ph.D.

ZOOLOGY

1. Name of the Department : **Zoology**

2. Year of Establishment   : **1972**

3. Names of Programmes / Courses offered (UG,PG,M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc)   : **UG**

4. Names of Interdisciplinary courses and the departments / units involved: **No**

5. Annual / Semester/ choice based credit system (Programme wise): **Semester system**

6. Participation of the department in the courses offered by other departments: **Yes**

7. Courses in collaboration with other universities, industries, foreign institutions, etc**: No**

8. Details of courses / programmes discontinued (if any) with reasons : **No**

9. Number of Teaching posts: 5

Staff Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	1	1
Asst. Professors	3	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
Dr. P. Ambigadevi	M.Sc., M.Phil., Ph.D	Associate Professor	Marine Biology	15 Years	Nil
Dr. B. Ananthagowri	M.Sc., Ph.D	Assistant Professor	Phyto chemistry	9 Years	Nil
Dr. K. Jayalakshmi	M.Sc.M.Phil., B.Ed., Ph.D.,	Assistant Professor	Marine Bioactive Substances	23 years	Nil

Mr. S. Nagaraj	M.Sc., M.Phil., B.Ed.,	Assistant Professor	Fishery Sciences	20 Years	Nil

11 .List of senior visiting faculty**: No**

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty: **No**

13 .Student – Teacher Ratio (programme wise**):   20 : 1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Two multitask staff (MTS)**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG

Ph.D - 3 Staff
M.Phil -1 Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **No**
17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received: **No**
18. Research Centre / facility recognized by the University: **NA**
19. Publications:
 a) Publication per faculty
Dr. K. Jayalakshmi - 5

b) No. of papers published in peer received journals/ National / International by faculty and students - 5
✦ Number of publications listed in international Database : (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host., etc)
✦ Monographs **: Nil**
✦ Chapter in Books – **Nil**
✦ Books Edited – **Nil**
✦ Books with ISBN/ISSN numbers with details of publishers – **Nil**

- Citation Index – **Nil**
- SNIP – **Nil**
- SJR – **Nil**
- Impact factor – **Nil**
- h i– index – **Nil**

20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in
   a) National Committees b) International Committees c) Editorial Boards: **No**
22. Student Projects
   a). Percentage of Students who have done in – house projects including inter
      Departmental / programme: **NA**

   b) Percentage of students placed for projects in organizations outside the
institution i.e. in Research laboratories / Industry/ other agencies: **NA**
23. Awards / Recognitions received by faculty and students:
   a) Faculty- Mr. S. Nagaraj, Assistant Prof of Zoology has received
      Special   award for best paper presentation.
   b) Mr. R. Palanivelu, III Year Zoology, received Best NSS volunteer
      State Award for the year 2012.

24. List of eminent academicians and scientists/ Visitors to the department:
   Dr. C. Sivasubramaniam,
   Associate Professor & Head,
   Department of Environment & Herbal Science,
   Tamil University,
   Tanjore.

   Dr. C. Rettinasabapady,
   Professor & Head,
   Department of Plant Pathology,
   PAJANCOA & RI,
   Karaikal.

   Mr. S. Ramachandiran,
   Associate professor & Head,

Department of Zoology,
Avvaiyar Govt. College for Women,
Karaikal.

25. Seminars / Conferences / Workshops organized & the source of funding: **No**
    a) National
    b) International

26. Students profile programme / course wise:

Name of the Course / programme	Applications received	Selected	Enrolled		Pass percentage *
			Male	Female	
B.Sc., Zoology (2008-09)	139	15	04	11	93.33%
B.Sc., Zoology (2009-10)	145	20	05	15	66.66%
B.Sc., Zoology (2010-11)	114	10	06	04	76.92%
B.Sc., Zoology (2011-12)	73	12	06	06	38.46%
B.Sc., Zoology (2012-13)	113	14	05	09	25%

27. Diversity of students

Name of the Course	Year	% of students from the same state	% of the students from other state	% of the students from abroad
B.Sc	2008-09	90	10	No
B.Sc	2009-10	95	05	No
B.Sc	2010-11	91	09	No
B.Sc	2011-12	97	03	No
B.Sc	2012-13	100	0	No
B.Sc	2013-14	97	03	No

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? **NA**

29. Student progression

Student progression	Against % enrolled			
	2009-10	2010-11	2011-12	2012-13
UG to PG	10	08	03	02
PG to M.Phil	01	01	00	00
PG to Ph.D	00	01	00	00
Employed * Campus selection * Other than campus recruitment	04	Nil	03	Nil
Entrepreneurship / Self – employment	01	Nil	Nil	Nil

30. Details of Infrastructure facilities:
   a) Library: -e- Library ; Sufficient number of books are available for Reading, and reference purposes for students and staffs.

   b) Internet facilities for Staff & Students: **Yes**

   c) Class rooms with ICT facility: **Yes**

   d) Laboratories: **Two Zoological laboratories**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students
2008-09	09
2009-10	13
2010-11	19
2011-12	14
2012-13	12

32. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts: **Yes**

1. A College level one day workshop on "Renewable energy resources", was conducted on 18th April -2012, in the Department of Zoology – sponsored by the Renewable Energy Agency – Puducherry (REAP).

2. Students attended five days training programme on ornamental fish keeping and breading from 29.07.2013 to 02.08.2013at FFDA, Karaikal.

3. Students attended one day awareness programme on 03.03.2014 employment prospects & awareness for entrepreneurship in Marine sciences at Annamalai University.

33. Teaching methods adopted to improve students' learning:

- Classes were taught with the use of OHP, LCD Projector and e-learning with computers.

- Field trip to fish farm to indentify the species and other techniques of aquaculture.

- Visit to Zoological parks, Botanical gardens and subject related research institutions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Yes**

35. SWOC analysis of the department and Future plans

STRENGTHS:

- Highly qualified and efficient faculty members.

- Students are cooperative and show more interest in all academic activities.

- Infrastructure facilities are sufficient and very good.

- Students are encouraged to take seminar so as to enable them to get in depth knowledge in subjects.

WEAKNESSES:

➢ Least mark scoring students offer this subject.

➢ Students are inferior to interact during subject discussion due to medium of instruction.

OPPORTUNITIES:

➢ Providing opportunity to get hands on training in aquaculture – induced breeding, fish Processing and its related techniques by making field visits to the nearby extension centre.

➢ Responsibilities were given to students for academic and cultural activities.

➢ Opportunities were given to students to take part in competitive examinations by providing free coaching classes.

➢ Opportunities were given to final year students to take seminar in order to improve their capabilities

CHALLENGES:
➢ Make the students eligible and brighter to get admission in higher studies.
➢ Prepare the students mentally, physically and psychologically strong enough to face the competitive exams by giving guidance and counseling.

FUTURE PLANS:

➢ We have a plan to start job oriented add – on courses (Certificate / Diploma) to cater the needs of the job market.

➢ Plan to start PG Programme in Zoology.

COMMERCE

1. Name of the department   : **Commerce**
2. Year of Establishment   : **B.Com – 1980-81 / M.Com – 1997-98**
3. Names of Programmes / Courses offered (UG,PG,M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc)   : **UG/PG**
4. Names of Interdisciplinary courses and the departments / units involved **: Nil**
5. Annual / Semester/ choice based credit system (Programme wise): **Semester**
6. Participation of the department in the courses offered by other departments : **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc **: Nil**
8. Details of courses / programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts :

Designation	Sanctioned	Filled
Associate Professors	03	02
Asst. Professors	06	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc/D.Litt/Ph.D/M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D., Students guided for the last 4 years
T. Kanagavel	M.Com., M.Phil.,	Associate Professor	-	23 Years	Nil
Dr. K.P. Sivakumar	M.Com., M.Phil., B.Ed., Ph.D	Associate Professor	Finance	16 Years	Nil

P. Madan Mohan Gandhi	M.Com., M.Phil., B.Ed.,	Assistant Professor	Entrepreneurship	8 Years	Nil
T. Devasenathipathy	M.Com., M.Phil., D.P.M	Assistant Professor	Finance	15 Years	Nil
P. Sankaran	M.Com., M.Phil., B.Ed.,	Assistant Professor	Finance	15 Yearss	Nil

11. List of senior visiting faculty: **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty : **Nil**

13. Student – Teacher Ratio (programme wise) :

    BCOM – I year : 45

        II year: 45

        III year : 45   **Student teacher Ratio: 22 : 1**

    MCOM – I year : 20

        II year: 20

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG

    Ph.D - 1 Staff

    M.Phil -4 Staff

    Doing Ph.D – 3 Staff

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc, and total grants received: **Nil**

18. Research Centre / facility recognized by the University: **Nil**

19. Publications:

a) Publication per faculty

No. of papers published in peer reviewed journals.

Sl. No.	Name of faculty	No. of papers (National)	No. of papers (International)
1	Dr. K. P. Sivakumar	4	1
2	P. Madan Mohan Gandhi	2	-
3	P. Sankaran	2	1

- ✦ Number of publications listed in international Database : -
- ✦ Monographs **: Nil**
- ✦ Chapter in Books – **Nil**
- ✦ Books Edited – **Nil**
- ✦ Books with ISBN/ISSN numbers with details of publishers – **Nil**
- ✦ Citation Index – **Nil**
- ✦ SNIP – **Nil**
- ✦ SJR – **Nil**
- ✦ Impact factor – **Nil**
- ✦ h – index – **Nil**

20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in
    a) National Committees b) International Committees c) Editorial Boards: **Nil**
22. Student Projects: **Nil**
    a). Percentage of Students who have done in – house projects including inter
        Departmental / programme
    b) Percentage of students placed for projects in organizations outside the
institution i.e in Research laboratories / Industry/ other agencies
23. Awards / Recognitions received by faculty and students:
    a) Faculty- Best NCC Officer Award (2013) to Mr. P. Madan Mohan
Gandhi.
    b) Students:
        (i) University I prize Gold Medal bagged by Thiru S. Mohan for swimming
competition in 2010-11 and 2012-13.
        (ii) Miss S. Rabiathul Fazeeria,(M.Com) secured University Gold Medal

(2009-11)

    (iii) Miss A. Rajalaxmi, (M.Com) got University Gold Medal (2010-12)

    (iv) G. Sandhini pragasam received III prize in the intercollegiate Ball
        Badminton Tournamet (2013) organized by Pondicherry University.

24. List of eminent academicians and scientists/ Visitors to the department: **Nil**

25. Seminars / Conferences / Workshops organized & the source of funding: **Nil**
   a) National
   b) International

26. Students profile programme / course wise:

Name of the Course / programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage *
			Male	Female	
B.COM					
(2008-09)	356	45	27	18	38%
(2009-10)	422	45	34	11	34 %
(2010-11)	256	45	30	15	12.5 %
(2011-12)	209	44	37	7	62 %
(2012-13)	275	45	33	12	10%
M.COM					
(2008-09)	32	13	6	7	67 %
(2009-10)	37	19	6	13	50 %
(2010-11)	31	17	7	10	72 %
(2011-12)	30	20	7	13	86 %
(2012-13)	62	11	7	4	82 %

27. Diversity of students

Name of the Course	Year	% of students from the same state	% of the students from other state	% of the students from abroad
B.COM	2009-10	100	0	No
	2010-11	100	0	No
	2011-12	100	0	No
	2012-13	100	0	No
	2013-14	100	0	No
MCOM	2009-10	95	5	No
	2010-11	95	5	No
	2011-12	100	0	No
	2012-13	100	0	No
	2013-14	100	0	No

28. How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil services, Defense services, etc: **One student has succeeded in NET Examination.**

29. Student progression

Student progression	Against % enrolled			
	2009-10	2010-11	2011-12	2012-13
UG to PG	03	09	02	04
PG to M.Phil	Nil	02	02	Nil
PG to Ph.D	00	01	00	00
Employed * Other than campus recruitment	-			
Government	7			
Corporate Sector	4			
Entrepreneurship / Self – employment	20			

30. Details of Infrastructure facilities:

   a) Library: **6000 books and 10 journals are available in the Common Library with open books access system is available for PG students.**

   b) Internet facilities for Staff & Students: **Yes**

   c) Class rooms with ICT facility: **Centralized ICT facility**
     (Smart class room available in English and Computer Science Dept.)

   d) Laboratories: **Nil.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Year	No. of Students
2008-09	11
2009-10	09
2010-11	27
2011-12	13
2012-13	-

32. Details on student enrichment programmes (special lectures / workshops/ seminar) with external experts:

1. Investor awareness programme conducted by investment advisors from UTI mutual funds, Chennai.

2. In collaboration with MBA department, Pondicherry University, Karaikal campus an Investment awareness programme was conducted.

3. An Awareness programme on the Functions of Reserve Bank of India and identification of fake currency was conducted by DGM, RBI, Chennai.

33. Teaching methods adopted to improve student learning:

> ➤ **Open Book Test**: Students are permitted to make use of the books / written texts / other materials to search and find the answers in the class room tests.

> ➤ **Group participation / Interaction**: In group learning method, students are divided into groups of five and they are encouraged to discuss, criticize /

argue and finalize the concept so that their understanding of the subject will be clear.

➢ **Activity based / Experiential learning**: Assignments such as opening of Bank account, on – line purchase, Drafting advertisement copies, partnership deeds etc.,

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Faculty members -Sri. T. Kanagavel and Smt. K. Shanthi were part of the Social Audit Committee to assess the effectiveness and impact of the CSR Projects of ONGC, Karaikal. It was a voluntary assignment of the faculty to the social responsibility of ONGC.

35. SWOC analysis of the department and Future plans

(a) **STRENGTH**:

➢ Adequate infrastructure and support systems

➢ Class rooms - Sufficient

➢ Library – Sufficient

➢ Faculty – Qualified and experienced

➢ Curriculum affiliated to Pondicherry University, revised at the right times and is relevant to the expectations of employment and academic pursuits.

WEAKNESS:

➢ Rural background of students.

➢ Feeder course +2 in Tamil medium.

➢ Difficulty of students to adapt to the medium of instruction.

➢ Communication / etiquette/students – teacher interaction needs improvement.

OPPORTUNITY:

➢ Scope for introducing career oriented certificate and diploma programs in the areas like marketing, insurance, taxation, computing, mechanized Accounting.

CHALLENGES:

➢ Indifferent attitude of students in learning process.
➢ In Commerce education, Other Universities & Colleges offers B.Com (Computer Applications), B.Com (Taxation), B.Com (Accounting) courses which are more attractive than the conventional B.Com Degree.

FUTURE PLANS:

➢ Plan to conduct workshop on Entrepreneurial skill development.

➢ Plan to undertake UGC minor projects.