Yearly Status Report - 2018-2019

Part A	

Data of the Institution

1. Name of the Institution	RAJIV GANDHI ARTS AND SCIENCE COLLEGE
Name of the head of the Institution	Dr. V. ARJUNAN
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04132618180
Mobile no.	9442992223
Registered Email	officergasc@gmail.com
Alternate Email	iqacrgasc@gmail.com
Address	Nallavadu Road
City/Town	Thavalakuppam
State/UT	Puducherry
Pincode	605007

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr Gayathiri P**
Phone no/Alternate Phone no.	**04132618180**
Mobile no.	**9385972065**
Registered Email	**officergasc@gmail.com**
Alternate Email	**iqacrgasc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://rgasc.edu.in/AQAR_RGASC_2017-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://rgasc.edu.in/Calender2018_2019.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.01**	**2016**	**16-Sep-2016**	**15-Sep-2021**

6. Date of Establishment of IQAC	**17-Oct-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	<u>View File</u>
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**No**
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1 Induction programme for students was organized so that the First year students get to know about college life as well as the facilities available in the college. 2 IQAC has been encouraging the various departments to conduct awareness and scientific programmes for the benefit of the students. 3 Further, IQAC has been giving importance to developing language and communication skills of students 4 Consultations were done with different stakeholders for the improvement of curriculum and institutional improvement. 5 Programme for girl students in Health and Hygiene.

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

Plan of Action	Achivements/Outcomes
To conduct knowledge enrichment to provide tips on the Health and Hygiene. programmes for the students	Most of the students benefitted through various programmes.
Awareness programme on Swachh Barath, Skill development and Social	Induced the social responsibility among the students

interaction.	
Institutional development for the benefit of the students.	Better class room facilities, drinking water facilities and library facilities and sports facilities.
Better internet connectivity for the students	Wi-Fi facility to all the students and staff members.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**29-Jan-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Students Attendance and personal data Financial information about the Institution**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Institution affiliated with Pondicherry University designs the academic curriculum under the direction of the Board of studies of the affiliating University. The CBCS system is introduced in our college and accordingly, the syllabus, textbooks, reference books, question paper pattern, practical experiments are all prescribed and adopted as per the directions and decisions made in the BOS of the affiliating university. The systematic programmed schedule promoted is followed extensively by the faculty of our institution in enriching the knowledge to our students. The curriculum designed and framed in the Board of Studies consists of the entire course structure and the modus operandi of conduct of semester examinations is carried on the direction of the affiliating Pondicherry Central University. Initially, the students are admitted into the college through a common admission committee constituted by the Government of Puducherry. The proper transparent admission takes place through this committee on merit. When students report to the college, students are oriented and directed to step into the department or classrooms. The students are then briefed about the college curriculum, course, university

examinations, evaluations and opportunities. A faculty is also assigned in charge of each class for facilitating and counselling students for best practices. Students with less ideology, learning difficulties are identified and measures are taken to improve the learning process through Bridge/ Remedial and enrichment courses. The student's interactions like group discussion, seminars are timely made to ease the appropriate learning towards achievements. Practical orientation is also made to learn effectively as a remedial practice. Apart from the teacher with chalk, walk, talk, the learning skills to the students are concentrated and implemented through respective subject specialists. Usage of LCD projectors, PowerPoint presentations, library usage is all made to adopt knowledge sharing.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Business Administration	27
BCA	Computer Applications	27
BSc	Computer Science	26
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
All the feedback forms are compiled and a report is derived. Accordingly remedial measures for best teaching and learning practices are implemented.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	General	60	Nill	60
BCom	Cooperative Management	60	Nill	60
BCA	Computer Applications	50	Nill	50
BSc	Computer Science	50	Nill	50
BBA	General	60	Nill	60
No file uploaded.				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	718	Nill	32	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. Mentoring system is adopted in the Institution and monitored by the Head of the Department of the concerned departments. Students are proportionately allotted to each faculty without bias. The faculty mentors the allotted students on the day?to day basis as career guidance and morality further educates ethics. Since 80 of the students are from the poor rural sector, lack of knowledge in English even to study and write is observed. The mentor system was introduced in this institution initially to care for the students and to bring them to the line of education. Introduction of CBCS system further envisages the mentoring system concentrated perfectly for the improvement of education among the students. Every day the students are asked to meet the concerned faculty for the day's review or the faculty invites the students for review. Interaction with the students steers further steps for development. Since two years of the inception of the CBCS system, the mentoring of students took a cord positively.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
718	32	1:22

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
Nill	Nill	Nill	Nill	Nill

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

A reformation is made two years back i.e., introduction of Choice Based Credit System (CBCS) by the affiliating Pondicherry University implemented, thereby, the college has five Undergraduate courses to all which a semester pattern examination system is made by divisionalising internal and external marks in order to provide qualitative education in the rural sector ? an internal system of 25 marks and an external of 75 marks framed by the affiliating university. Under the CBCS pattern, the college witnesses continuous internal valuation system which orients the student-teacher in the education process. Attendance percentage makes the students be regular to classes. Various special lectures and assignments make students reform towards qualitative knowledge.

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

The Institution prepares its own academic calendar at the beginning of every year. Careful attention is applied while preparing academic calendar considering the number of working days, teaching days, Government holidays and semester?wise examinations. The College is run by the Government of Puducherry and is affiliated with Pondicherry University. The conduct of examination is properly done in the direction of the affiliating university only. It is done subject to revision if the university revises its schedule. The calendar also contains the faculty details, course details, various committees formed in the college, sports day, science day celebration and various events of academic progress are also broadly envisaged in the calendar.

2.6 – Student Performance and Learning Outcomes

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

http://www.rgasc.edu.in/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BCom	General	37	19	51.35
Nill	BCom	Cooperative Management	40	17	43.00
Nill	BCA	Computer Applications	27	7	26.00
Nill	BSc	Computer Science	26	15	57.60
Nill	BBA	General	27	13	48.15
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2.7 – Student Satisfaction Survey

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

http://www.rgasc.edu.in/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date

Awareness of Competitive Examinations	Department of Commerce	18/02/2019
Income Tax	Department of Commerce	04/04/2019
Co-operatives and Sustainable Development	Department of Co-operative Management	31/08/2018
Co-operative Entrepreneurship	Department of Co-operative Management	10/01/2019
Data Science and Data Analysis-Python	Department of Computer Applications	05/02/2019
Nallathore Veenai	Department of Tamil	07/03/2019
Life skills - the need of an Hour	Department of English	26/02/2019
India Sixth largest Economy and its impact on Global level and India	Department of Economics	26/07/2018
Petrol Diesel Price Life Time High and its Impact on Indian Economy	Department of Economics	07/09/2018
India's Interim Budget an Overview	Department of Economics	06/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Cooperative Management	5	Nill
National	Computer Science	1	Nill
National	Chemistry	4	0.60

International	Economics	5	1.95
International	Chemistry	4	2.60
No file uploaded.			

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

Department	Number of Publication
Computer Applications	1
Computer Science	4
Cooperative Management	2
Commerce	4
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	33	1	1
Presented papers	1	8	Nill	Nill
Resource persons	Nill	4	1	3
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Programme	SC/ST cell	3	150
Awareness	RRC	1	120

Programme				
Awareness ProgrammeAwareness Programme	YRC	1	120
Awareness Programme	NSS	1	150
Career Guidance	Career Guidance Counselling Cell	4	150

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
AIDS Awareness	RRC	Awareness Lecture	1	150
Swachh Bharat	NSS	Summer Internship programme	2	150

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers

				participated under MoUs

<div align="center" style="color:red">**No Data Entered/Not Applicable !!!**</div>

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1203975	1203975

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

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

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

<div align="center" style="color:red">**No Data Entered/Not Applicable !!!**</div>

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4695	130460	Nill	Nill	4695	130460
Reference Books	365	2444	Nill	Nill	365	2444
Journals	9	3982	Nill	Nill	9	3982
Others(specify)	9	17790	Nill	Nill	9	17790

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

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-

		is developed	content

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	52	2	2	1	0	1	5	100	2
Added	0	0	0	0	0	0	0	0	0
Total	52	2	2	1	0	1	5	100	2

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

40 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
21178500	13746680	2431820	2431820

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

Our institution adopts a plan of procedure in curricular and co-curricular activities. The device is planned as a mechanism followed in principle during the Odd and Even semesters of the academic year. The college has constituted various committees and cells in order to conduct a smooth functioning of the institution. The Committee constituted monitors the maintenance and physical utilisation of the facilities provided for the benefit of the students and administration. As the Head of the Institution, the Principal implements the procedures and policies relating to the academic and other co-curricular, extracurricular activities. A well?planned academic calendar delivers the programmes and schedule of the institution for the whole academic year and accordingly it is progressed too. Computer laboratories give maximum access to the students for learning through ICT. Classrooms are facilitated with LCD Projectors for easy learning of students through effective teaching. Library provides maximum facility to the students, the importance and usage of the library is oriented to the students every year by the Librarian of our institution. Sports activities are conducted every year. Students are encouraged to take part in sports activities during the intercollegiate and university sports occasion. Some of the students have even participated in national programmes. The facilities available and provided in the institution

are utilized and maintained under the supervisory guidance and headship of the Principal and various committees of the institution.

http://www.rgasc.edu.in/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Guidance and Counselling	500	200	5	21
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	Nill	Nill	Nill	Nill	Nill

View File

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

At present, the Institution has not formed the students' council whereas the representative system was made and every class has two to four representatives for the academic linked administrative excellence. Students are made involved in various committees, especially the Advisory Committee of the institution, redressal committee, Magazine committee, and women cell, NSS, IQAC and NCC. Students are made to interact and pass on the messages and carry on involving them in programmes. Since the institution focuses on students – centric they are made to involve themselves in taking part in the lead in all the programmes in the institution. Students' suggestions are often invited to conducting the sports day, annual day celebrations. Academically proficient students are all encouraged and prized a memento in remembrance of their excellence in the academic, sports and functionaries in the bodies and committees which earmarks their growth and future development. Students are made to take part in conferences, seminars and various other programmes like Yoga, Swatch Bharat etc. in order to induce and endure them to grow with a leadership quality. Hence it is to say that the institution makes Leaders and construct in them the organisational capacities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution has formed a department-wise Alumni Association and conducts periodical alumni meetings to witness the growth endured by this institution and the same is brought to the knowledge of the ongoing students for their betterment and improvement in their education. The Alumni day is fixed by each department in consultation with the Head of the institution and a formal programme takes place. Alumni are contacted for their contribution, not in terms of finance, but in terms of their growth through education. Since the institution is comprised of rural students of economically poor background, the financial contribution by the alumni to the institution stands nil. The institution also does not insist on a financial contribution to alumni development. In turn, the alumni contribute themselves in rendering physical help and maintaining the green campus. During the time of induction programme of the I year students, the conduct of Sports day events and academic annual day celebrations, an alumnus is invited to take part on the stage to earmark their representations in the midst of the students in order to rejuvenate them to excel in their educational career. Alumni are given immense importance to make them stand as role model of achievement to the students as the institution functions student-centric.

5.4.2 – No. of enrolled Alumni:

500

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Every year

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution is run by the Government of Puducherry, administrates a decentralised policy in order to improve the quality of education and its system. Delegation of authority in the hierarchy administers the respective points of work in a transparent and sincere manner. Five courses functioning as five departments have their operational autonomy contributing to the improvised education and smooth functioning of the institution. The institution has constituted various committees, a decentralised facto facilitates the long-run functioning of the institution in a very productive manner. The committees are assigned with various delegations of powers and authority to have a conducive atmosphere in the day to day functioning of the institution enriching the quality of education to the rural population for which the college functions.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The Institution, affiliated to Pondicherry University designs the academic curriculum on the direction of the Board of Studies of the affiliating

	University. The CBCS system is introduced in our college and accordingly the syllabus, text books, reference books, question paper pattern, practical experiments are all prescribed and adopted as per the directions and decisions made in the BOS of the affiliating university. The systematic programmed schedule promoted is followed extensively by the faculty of our institution in enriching the knowledge to our students. The curriculum designed and framed in the Board of Studies consists of the entire course structure and the modus operandi of conduct of semester examinations is carried on the direction of the affiliating Pondicherry Central University.
Teaching and Learning	Initially the students are admitted into the college through a common admission committee constituted by the Government of Puducherry. The proper transparent admission takes place through this committee on merit. When students report to the college, students are oriented and directed to step in to the department or class rooms. The students are then briefed about the college curriculum, course, university examinations, evaluations and opportunities. A faculty is also assigned in charge to each class for facilitating and counselling students for best practices. Students with less ideology, learning difficulties are identified and measures are taken to improve the learning process through Bridge/ Remedial and enrichment courses. The students interactions like group discussion, seminars are timely made to ease the appropriate learning towards achievements. Practical orientation is also made to learn effectively as a remedial practice. Apart from the teacher with chalk, walk, talk, the learning skills to the students are concentrated and implemented through respective subject specialists. IQAC plays an important role in standardisation of teaching and learning since our college functions primarily with new avenue and concept, the IQAC has been constituted in recent times in our institution which plays comprehensive information for an effective teaching and learning process. Usage of LCD projectors,

	PowerPoint presentations, library usage, is all made to adopt knowledge sharing.
Examination and Evaluation	As the Institution is affiliated to Pondicherry University the examinations conducted on semester pattern follows the evaluation method prescribed by the University. The CBCS pattern advocated by the University is being adopted from the academic year 2017?18 onwards.
Research and Development	The institution functions with only undergraduate courses. Presently the institution offers five courses but has not innovated with PG or research courses. The college has initiated to start a PG programme thus took steps in approaching the government of Puducherry to start a PG course. Currently the institution does not provide post?graduation courses. Hence research and development is not made in our institution. However, initiation for research and development by the individual faculty is appreciated and motivated for up gradation of knowledge and to have effective teaching at the college level programmes. A few teachers have also become a co?guide for research in some of the state and central universities and carry research work successfully. Publications, authoring and co?authoring are done by the faculty of our institution and progress well to maintain a good and effective teaching and procure research knowledge in an updated manner.
Library, ICT and Physical Infrastructure / Instrumentation	|The Library of our Institution is equipped with reference books, text books, encyclopaedias, journals magazines and news papers etc. In Library DDC classification system is adopted. The library functions with one Librarian and an Assistant further extends its functions on the basis of the recommendations by Library Advisory Committee and Book Selection Committee. Question Bank service and Book bank service are provided for the access of students towards the examination preparations. Every year the library committee members meet with regard to the development of the library and the budget proposals to be made extends to allocation of funds for the purchase and development of the library. Attempt is made to equip INFLIB NET facility. Our library has an ambience of

	extensive infrastructure provided with a computer with internet access to the students. Students' Xerox is also encouraged to avail for an immediate requirement.
Human Resource Management	Our Institution functions with extensive support of Human resource in the curricular, co?curricular and extra?curricular activities arena. The Principal standing as the Head of the institution administers both the academic and non?academic duties. Academic consists of teaching faculty and lab monitors. Non?academic consists of the official administration appointed by the Government of Puducherry. With the sanctioned human resources by the Higher and Technical Education, Pondicherry Society for Higher Education (PONSHE), the institution functions fruitfully in imparting the knowledge and education to the students. Classrooms, technology-enabled learning spaces, seminar halls, laboratory, Herbal garden, specialised facilities and equipment and learning are all taken into consideration for deploying Human resources by the Government of Puducherry. Further, the Human resources, considered for its extensional activities like sports, outdoor, indoor games, auditorium management, NSS and NCC, communication skill development, yoga, health and hygiene etc. all are managed with the available human resources in our institution.
Industry Interaction / Collaboration	Specific MoU or collaborations have not been made in our institution even though attempts are made to the corporate sector to have their CSR in our institution since our institution is situated in the rurally based area and the intake of students comprises nearly 80?90 from rural areas. The attempt is sincerely made for the hands of the CSR in our institution. Since the institution offers Bachelor of Business Administration, the students are focused for industrial interactions and project works as it is envisaged in the curriculum.
Admission of Students	The Institution follows a centralised admission procedure which is done through Centralised Admission Committee (CENTAC). The Committee receives applications, scrutinises them and

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

E-governace area	Details
Planning and Development	Nill
Administration	Nill
Finance and Accounts	Nill
Student Admission and Support	Nill
Examination	Nill

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Machine Learning	1	02/02/2019	03/02/2019	2
Faculty Development Programme	1	12/12/2018	12/12/2018	1
Faculty Development Programme on "How to Write and Publish Research	1	02/03/2019	02/03/2019	1

Article in Scopus Indexed Journals"				
FDP Teaching Techniques	1	07/06/2018	08/06/2018	2
FDP on Problem Solving	1	29/11/2018	30/11/2018	2

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	Scholarship for OBC, Scholarship for SC and ST, Minority Scholarship

6.4 – Financial Management and Resource Mobilization

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

No Data Entered/Not Applicable !!!

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Puducherry State Higher Education Council (PSHEC)	Yes	Principal
Administrative	Yes	AG Audit	Yes	Nill

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

Most of the parents regularly attend the Parent?Teachers' Meet whenever conducted and support the institution in all developmental activities and for the better performance of students.

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

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)
1. New Building Constructed 2. Language Lab Installed 3. New Computer Lab

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
AIDS Awareness	22/03/2019	22/03/2019	50	100
Job Opportunity for SC/ST Students	14/02/2019	14/02/2019	40	60

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

No Data Entered/Not Applicable !!!

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders		
Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
1. Planting sapling in the campus. 2. Plastic?free campus. 3. Smoke free campus. 4. Waste water management 5. Rain water harvesting 6. Maintenance of Herbal garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
1. A Village, Thananpalayam, Puducherry is adopted for its development in the overall concept of education, health and living. Students are often taken to the village for cleaning and interaction with the village and villagers. NCC and NSS students are made involved to move further for Swachh Bharath Scheme Implementation. Villagers are taught to adopt rain water-saving and make the place green and keep the place clean. Further education is motivated in the village for the young generation to get educated for their future. The slogan of "Education is knowledge and knowledge is wealth" propaganda is made vibrated in the minds of every youth in the village. 2. Use of Vending and Incinerator Machines are taught for best and healthy utilisation by the rural students in our college, which gave an important and necessary change among the girl students of our institution.
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.rgasc.edu.in/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words
To percolate education to the rural economically backward communities, to ensure equal opportunities for learning, social development and espouse an upward living standard of the rural population. Equality of educational opportunity irrespective of caste, creed, religion and sex is distinctively followed. The quality consciousness is created in this institution and the firm commitment by the teaching faculty is rendered providing quality education to the students. The quality improvement in teaching has never failed since inception as step by step progress with a steady growth with an input of quality assurance on progress in this institution. The college has formulated its vision known to all stakeholders and directs the distinctive progressiveness towards the achievement of the mission mainly to say to empower women through education to equip them for a better life and to analyse the social condition for rural population through educational enrichment.
Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. Orientation programme for first-year students. 2. Sensitization programme / orientation / awareness programme / outreach programmes. 3. Spoken English, computer class and skill enhancement classes for second and third-year students. 4. Student mentor system for the personal attention that will lead to effective academic and professional growth. 5. Alumni meeting along with final and prefinal year students. 6. Conduct of programme for non-teaching staff. 7. Faculty programme for teaching staff. 8. Skill oriented certificate course to be conducted. 9. Periodic meeting of IQAC. 10. Provide placement opportunities through career guidance cell and counselling cell. 11. Implementation of library automation. 12. Continue Swatch Bharat extensively. 13. Extensive implementation of fitness programmes. 14. Internet access for all the students through WiFi.