



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

TAGORE GOVT. ARTS AND SCIENCE COLLEGE

- Name of the Head of the institution

DR. SASIKANTA DASH

- Designation

PRINCIPAL

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

04132253263

- Mobile No:

- Registered e-mail

hoitacc@gmail.com

- Alternate e-mail

iqactgasc@gmail.com

- Address

TAGORE GOVT. ARTS AND SCIENCE COLLEGE, AIRPORT ROAD, LAWSPET,

- City/Town

PUDUCHERRY

- State/UT

PUDUCHERRY

- Pin Code

605008

2.Institutional status

- Affiliated / Constitution Colleges

AFFILIATED COLLEGE

- Type of Institution

Co-education

- Location

Urban

• Financial Status **UGC 2f and 12(B)**

• Name of the Affiliating University **PONDICHERRY UNIVERSITY**

• Name of the IQAC Coordinator **DR. VELU RAJ.R**

• Phone No.

• Alternate phone No. **04132253263**

• Mobile **9443601531**

• IQAC e-mail address **iqactgasc@gmail.com**

• Alternate e-mail address **hoitacc@gmail.com**

**3. Website address (Web link of the AQAR
(Previous Academic Year)**

<https://tac.py.gov.in/aqar2021.pdf>

**4. Whether Academic Calendar prepared
during the year?**

Yes

• if yes, whether it is uploaded in the
Institutional website Web link:

<https://tac.py.gov.in/Download//CALENDER/cal22-23.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77.25	2004	16/02/2004	15/02/2009
Cycle 2	B	2.34	2015	01/05/2015	30/04/2020

6. Date of Establishment of IQAC **10/11/2004**

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Balaji, Asst. Prof. Dept. of Philosophy	Project on “ Decentralisation of Power in Politics and Technology: Gandhian	Indian Council of Philosophical Research (ICPR), New Delhi	2022 Two years	3,00,000

	Appraisal"			
, Dr.Balaji, Asst. Prof. Dept. of Philosophy	Organising "Azadi ka Amrit Mahotsav," 2022-23	Indian Council of Philosophica l Research (ICPR), New Delhi	2022	20,000
Dr.Balaji, Asst. Prof. Dept. of Philosophy	Organising lectures by Scholars under the Periodic Lecture Scheme, 2022	IIndian Council of Philosophica l Research (ICPR), New Delhi	2022	20,000
Dr.Balaji, Asst. Prof. Dept. of Philosophy	Organising programme for the Celebration of Internationa l Day of Yoga, 2023	Indian Council of Philosophica l Research (ICPR), New Delhi	2022	20,000
, Dr.Abhinav Piyush, Asst. Prof. Dept. of English	Conduct of Seminar on NEP-2020	Indian Council of Social Science Research (ICSSR), New Delhi	2023	2,50,000
Dr. Velu Raj Assistant Professor of Cooperative Management	Conduct of Foundation, Intermediate and Final Examinations of ICAI	Institute of Cost Accountant of India (ICAI), Kolkatta	2023	54,700

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Conducted National Seminar on National Education Policy -2020, various seminars and Alumni meet and • Conferred teachers and students with various awards such as the Best Teacher award, Best Students award, Best NCC Cadet award, Best NSS Volunteer award and Best Sportsperson award for the year 2022

Initiated and established Institution Innovation Council (IIC) a Ministry of Education initiative

Conducted job fair in collaboration with Nava Yuga Consultancy

Departments equipped with 200 twin desk, copier machine and setting up of Gardens in the Science block and naming the Gardens

Signed Memorandum of Understanding (MoU) with Madaras Library Association - Chennai, Divey Foundation-New Delhi.

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

Plan of Action	Achievements/Outcomes
Conducted National seminar on National Education Policy -2020	Around 100 participants attended the seminar and were enlightened on the prospects of NEP 2020.
Initiation of Institution Innovation Council (IIC)	Stake holders have been encouraged to come out with projects
Carrying out the Institutional Social Responsibilities (ISR)	Realizing the difficulties that the people underwent due to the inevitable lockdown, professors, staff and students of Tagore Govt. Arts and Science College, one of the oldest colleges in Puducherry, had taken a number of initiatives to help those in need of food, medicine and counselling.
Mentoring System	Mutuality between the teacher and students were established which helped the students to equip themselves to achieve / solve their academic requirements / problems. Apart, awareness created to face the Covid pandemic and extended support, financial and otherwise
Conduct of job fair	54 companies took part in the Job Fair. More than 3000 candidates from many institutions registered their names and attended interviews for 2000 vacancies
Infrastructure Development	Provided 200 twin desks to departments and copier machines to the office, students section, exam cell and IQAC.
Implementation of various initiatives of MHRD, UGC, RUSA, etc	Claimed various Scholarships schemes, implemented equity initiative scheme, initiated MOOC, and provided infrastructure facilities for

	the institution
Engagement of Guest Faculty for the current vacant teaching positions	Engaged Guest Faculty against the vacant positions in the college through Govt. funding ensuring the engagement of all hours as per the time table so as to benefit the students' community to effect their learning system.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
COLLEGE GOVERNING COUNCIL	03/08/2023

14. Whether institutional data submitted to AISHE

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Name of the statutory body	
Name	Date of meeting(s)
COLLEGE GOVERNING COUNCIL	03/08/2023
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
Yet to submit ..Waiting for AISHE PORTAL opening	Nil
15.Multidisciplinary / interdisciplinary	
Relevance The National Education Policy 2020 is a reformist document intended to transform and reform education, highlighting on the vibrant, all-inclusive, and varied aspects of it. The policy upholds a multidisciplinary approach to education and scholarship, empowering students with a unique opportunity to explore courses from diverse fields beyond their key approach of study. This approach fosters the wholesome growth of individuals, preparing them to tackle the sprouting challenges of the industry. Multidisciplinary approach is a radical step that allows students to surpass out-dated courses and engage with subjects like humanities, language, arts, dance, drama, music, visual arts, media, as well as science, technology, and mathematics. This educational approach enhances their knowledge and skills, making them ready to face forthcoming challenges.	

Likewise, the NEP encourages the integration of concepts, practices, and critical frameworks from two or more disciplines to address intricate problems effectively. This analytical approach leads to innovative fields of study and also prepares learners to tackle complicated subjects with competent perception. The policy promotes an interdisciplinary approach, where the resources and insights of one academic stream are combined with others. This helps students to look in for solutions beyond traditional limits and encourages them to go in for innovative methods to solve problems based on their renewed thought process.

Practice This college aims at quality education consistent with a motto of "Virtus, Pietas, Fides" (Virtues, Devotion and Confidence). It strives to facet Human Personality - of Character with Virtues, of knowledge with Devotion and of Skill with Confidence for God's Glory, Nation's Pride and Man's Betterment. It has a holistic multidisciplinary course programme with a vision to equip the students inline with the motto through offering core and allied courses. It offers Under Graduate programmes in the fields Arts, Science and Languages, and forms the integral part of the courses. Subjects like Tamil, English, Hindi, French, Environmental Science, Public Administration are taught in the 1st two semesters. Credit based courses on Environmental education and Public Administration is part of the curriculum. As an affiliated college, the college follows the curriculum prescribed by the University. Each department is offering a Generic Elective paper to another discipline to promote interdisciplinary skills among the students through interaction with various departments and enabling an exposure to some other discipline/domain. The college emphasizes on the implementation of a widespread interdisciplinary approach to integrate and deliver the curriculum. This approach successfully unites various areas of study and provides space to explore various themes, subjects, or issues through different platforms like forums, clubs, and committees. The college encourages students' participation in several administrative, co-curricular and extracurricular activities throughout the year. The college has the Centre of Co-curricular Activities which conducts cultural events and organizes programs in the college and also serves as a bridge between the college and other educational institutions to communicate and ensure participation of the students in various programs around the state. Music Club Film Club Astro Club Reading Writing Club Red Ribbon Club Ek Bharat Shreshtha Bharat Club Legal Services Clinic NSS NCC Besides regular classroom activities, the institution catalytically encourages the students to develop essential skills such as critical thinking, problem-solving, teamwork,

communication skills, career readiness, leadership abilities, intercultural and ethical competency, self-awareness, and emotional intelligence. These skills are cultivated through various beyond-the-classroom initiatives.

16. Academic bank of credits (ABC):

Pondicherry University has to design the curriculum and direct the Principals of the affiliated colleges to begin a new framework for the successful implementation and registration of students in the Academic Bank of Credits portal. As Tagore Government Arts and Science College is affiliated to Pondicherry University the students will be part of the Academic Bank of Credit system once the college receives official intimation from the University. Currently, the college offers credit-based courses and projects as per the curriculum and organizes community engagement and social service activities through NSS and NCC alongwith teaching and non-teaching staff.

17. Skill development:

The vision of the college is promoting Value-Based Quality Education - i.e., Character with Virtues, Knowledge with Devotion and Skill with Confidence for God's Glory, Nation's Pride and Man's Betterment; hence the college takes efforts to inculcate positivity among the learners. The college promotes technical and soft skill development of students through various Career Counselling and Placement Cell and enabled linkages with other state and central government agencies and private players in the market. Besides, it conducts awareness programs to motivate students and job fairs to get jobs of their interest. The college also celebrates Independence Day and Republic Day and conducts various programs like World Aids Day, Environment Day, observes the Death and Birth Anniversary of our National leaders which help the students imbibe good qualities. Mentoring students is also one of the practices of the college, to enable students to explore future employment after graduation, and also help them get the most of their studies. Student centric teaching methods are adopted for effective communication of the subject knowledge to the students. Students are taught with the mission that fosters a learning environment which nurtures exploration of various skills and critical thinking about the subject. This presents new opportunities for academics in strengthening the courses. The following are the student centric methods adopted: Provision for individual involvement in practical or project work Special lecture programmes . Experiential learning Participatory learning Problem solving Active learning The students are also

given training in the following Soft skills Life skills
Employability Skills

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Located in a multilingual region, the college promotes the exchange of linguistic and cultural traits of heterogeneous groups. Students get an opportunity to develop their multilingual capacity in Tamil, Malayalam, Hindi, Telugu, Arabic, French and English alike. The college offers Tamil, English, Hindi, French etc. as basic language courses during the first two semesters. In order to deliver the lessons in bilingual mode (English and vernacular), the college conducted a 15-day orientation program for the newly recruited faculties to familiarize them with the regional language. The college offers B.A Tamil, B.A English and B.A French as Under-Graduate Degree programmes. Besides, the college offers Tamil, Hindi, French and Foundation Course English as a subject in first two semesters in all undergraduate courses to students who have opted for it. The college showcased the talents of the students as part of conserving Indian Culture and Traditions through paintings on the inner and outer walls of the college which was praised by the renowned artist Mr.LalitVarma, Aurodhan Art Gallery, Puducherry. As Pondicherry is significant for Indian arts, the college invited PadmaShri awardee Mr. VK Munuswamy, a traditional terracotta sculptor. The students found this to be very appealing.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college already follows outcome-based education with a customized lesson plan manual which clearly states, course outcome, program specific outcome and program outcome. Students are made aware of the various course outcomes, and program-specific outcome through the curriculum and orientation program. Attainment of outcome is analysed and assessed at the end of the program. The students are sensitised on the course and programme outcomes. This helps to develop self-directed and confident learners with the knowledge, skills, attitude and values which enhances their employability and progression opportunities. Course outcome 1.Enhancement of the well-being of their family and society. 2.Ability to educate those around them about health, road safety, and environmental matters with expertise. 3.Readiness to confront life with an open mind, a scientific outlook, and rational thinking. Students are encouraged to partake in social activities and community service. The College is very committed and dedicated toward imparting equality education. The

contribution of the college is noteworthy in transforming the socio - economic conditions of the people pertaining to this region by generating highly skilled employable and socially responsible manpower.

20.Distance education/online education:

The college supports teaching-learning through virtual platforms. The college was able to manage the Covid-19 pandemic situation smoothly and the faculties were able to handle teaching on online platforms like Google and Zoom meet. The advantages of open and distance learning increase the chances of gaining access to geographically dispersed students. Students were encouraged to avail credits and register for courses from Massive Open Online Courses (MOOC) platforms like SWAYAM, NPTEL, AICTE and CEC for 8 weeks, 12 weeks or 16 weeks. Faculty members are proficient in e-content development and in using technological tools for the teaching-learning process.

Extended Profile

1.Programme

1.1	16
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File

2.Student

2.1	3990
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	720
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1411
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	120
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	135
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	63
Total number of Classrooms and Seminar halls	
4.2	49 . 14
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The syllabus for undergraduate courses is prepared and approved by the Board of Studies constituted by the University. The Heads of Department represent the institution at the Board of Studies for framing the syllabus. At the beginning of the academic session, departmental meetings are held and the allocation of the syllabus is done. Teachers prepare their individual lesson plans and they also have to take tutorial classes for the better performance of the students. A centralized time table committee is instituted to work on the viability and to design a suitable timetable for the effective teaching. For the effective delivery of curriculum, various teaching methods are applied based on the requirement of the subject or topic. Both Chalk and Black board method and ICT-enabled teaching-learning method are followed. Internal assessment in the form of Tests and Assignments/Seminars/Presentations are conducted to keep track on the improvement of the students. Based on the performance of the students, remedial classes are also conducted. Every department keeps a record of the students attendance and counselling is given to students who lack attendance. After the results are published, the class teacher discusses it with the students to help them perform better in the next session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar is issued by the Pondicherry University. Based on the same, each department prepares academic calendar. It contains the activities to be carried out during academic year. The college academic calendar is prepared on the basis of departmental calendar of all departments and various committees.

According to the exam schedule of the affiliated university, the college adjusts the academic calendar. The academic calendar is prepared well in advance of next academic session. The academic

calendar is displayed on notice board for reference of the students and staff. It carries approximate schedules regarding admission process, teaching-learning schedule, evaluation blue print, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and dates of holidays.

At the beginning of the academic session, departmental meetings are held in each department in which the road-map for transaction of the curriculum in the academic session is discussed and the allocation of the syllabus to the teachers is done. Classes are held according to the prepared schedule under the supervision of College administration/ Head of the Department. Teachers prepare their lesson plan according to the topics assigned to them.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

A. All of the above

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**16**

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****0**

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**0****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****0**

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College strongly believes in perfect amalgam of learning and societal needs and its constructive manifestation in the society. Gender Justice and Gender Studies in Department of Sociology and English seek to sensitize the students on gender issues. As per CBCS norms, the college has integrated two compulsory courses i.e. Public Administration and Environmental Studies into its curriculum so as to create awareness and enhance the understanding of the students on environment, sustainability and effective governance. The course- Communication skills in Hotel Business in Department of French helps the students to know the professional setup of a hotel and service industry especially to cater international tourists and visitors. The students are made aware of the booming tourism industry and its implications on environment. The course- Theoretical Ethics in Department of Philosophy aims to inculcate the idea that Man is a combination of three aspects namely, knowing, feeling and willing aspects. The knowing aspect of man is driven towards 'Truth', the feeling aspect is driven towards 'Beauty' and the willing aspect is driven towards 'Good'. These three - Truth, Beauty and Good - are values. All these values are taught to the students through a dedicated curriculum, and the thoughts of thinkers of the East and West are given primacy.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

178

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://tac.py.gov.in/Download/AQAR/rssfeed.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1440

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

466

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution being a Government College, the admission is centralised through Centralised Admission Committee (CENTAC). Transparency is maintained by publication of a general list of all students who apply for admission and merit list of selected students every time a new merit/admit list is published.

The admission process with transparency ensures that all categories of students. are admitted in the institution.

The skill and knowledge level of the students admitted is assessed through a common induction programme. In this programme the students are addressed by the Principal and the Heads of departments. After this the Departments conduct a meeting where the tutors/mentors are introduced and they interact with the students to assess and understand the learning levels of the students. The Tutors/Mentors will inform the faculty handling class about their assessment of the students and identify advance learners. They are encouraged to take up certificate/Diploma courses and introduced to add-on courses (off- campus).

Students identified as slow learners are put through a personal counselling session by the teachers/mentors to identify the reasons for their problem. Once the attitude and perception changes they become confident and excel in studies.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3990	120

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

TGASC adopts student centric methods to make the teaching - learning process more effective and student centric. Teaching is mainly based on lecture method with the use of blackboard and many Departments have moved to ICT enabled teaching. Teachers use all available ICT platforms for sharing content and giving assignments to students. The college library is having access to INFLIBNET which the teachers and students can use to get the latest in their area of teaching learning. The following are the student centric methods adopted:

- **Provision for individual involvement in practical or project work,**
- **Special lecture programmes,**
- **Provision of e-learning sources,**
- **Internship programmes workshops/seminars/conferences**
- **Experiential learning**
- **Participatory learning**
- **Problem solving**

The students are also given training in soft skill development by the college which improves the communication skills of the students. The teachers educate the students on the importance of building character along with acquiring knowledge, which is the motto of our college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college teachers are encouraged and trained to use ICT tools to enrich their teaching. In addition to the traditional Chalk and Talk method of instruction, ICT tools are used by teachers which enhance students capability of understanding the information in an effective way. Most of the teachers are using these tools available in the college. General ICT tools used by faculties are: desktops and laptops, projectors, digital cameras, printers, photocopiers, scanners, microphones,. To address the learning needs of the students in the new teaching- learning scenario, the college has 10 ICT enabled classrooms... The conference room is also well equipped with ICT facilities. With ICT supported environment, college moves from reproductive model of teaching and learning to an independent, autonomous learning model that promotes initiation and creativity. The college also motivates teachers to prepare computer aided teaching/learning materials by providing them with infrastructural support like desktops, laptops, printers, projectors and high speed internet. These tools help teachers in developing e-content in different subjects and bringing innovativeness in teaching their subjects.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://tac.py.gov.in/Download/AQAR/ict.PDF

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

97

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year**120**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****83**

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****116**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has a transparent and robust evaluation process. In order to ensure transparency in internal assessment, the details about internal assessment process is communicated with the students well in time. The institution adheres to Pondicherry University norms for conducting and evaluating internal assessment marks of the students. There are set guidelines, procedures and mechanisms for the process of internal examination. This is effectively followed for the benefit of the students. The performance of students in each subject is evaluated through internal tests, attendance and university end semester exams. The internal assessment includes two internal tests per semester which are spread out over the entire semester. The internal Assessment in total stands for 25 marks, out of which 20 marks are based on two internal tests, assignment/seminar and 5 marks are attributed to class attendance. After evaluation of scripts, teachers handover the answer sheets to the students and students get to know the internal marks scored.

All the students are aware of the evaluation process—both Continuous Internal Assessment and semester end external examination.. The internal evaluation is robust, transparent and known to all the stakeholders. The teachers conduct assessment continuously through assignments, presentations and seminars and periodic/unit tests.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The internal assessment test schedules are prepared and communicated to the students well in advance. The corrected answer scripts at random are verified by HOD to ensure the standard in evaluation process.

The grievances of the students with reference to the assessment are made clear by showing their performance in the answer sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total

of marks or assessment of answer books as identified by students are immediately done by the faculty members. In case of practicals the performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record. Any student who is not satisfied with the assessment and award of marks may approach the concern HOD for further clarification.

. The institute follows open evaluation system where the student performance is displayed on the notice board in the respective departments. The marks obtained by the students in the internal assessment tests are uploaded periodically on the university Web portal .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

All the students are aware of the evaluation process—both Continuous Internal Assessment and semester end external examination..

The students learning is continuously monitored under the internal assessment and corrective steps, if necessary, are taken by the teachers

The college has a transparent and robust evaluation process, in internal assessment, the details of the process is communicated to the students in time. The institution adheres to Pondicherry University norms for internal assessment . This is effectively followed for the benefit of the students. The internal assessment includes two internal tests per semester which are spread out over the entire semester. The internal Assessment in total stands for 25 marks, out of which 20 marks are based on two internal tests, assignment/seminar and 5 marks are attributed to class attendance. The students are encouraged to review their performance in the internal tests to improve their score.

The students are informed about their attendance at regular

intervals, generally, at the end of the month, to enable them to achieve the minimum required attendance (as stipulated by the university). In case they fall short they are advised and encouraged to be regular.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://tac.py.gov.in/Download/AQAR/CO.PDF
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme outcome and Course outcomes are evaluated by direct and indirect methods.

Direct Method

The total marks obtained in the internal assessment and University examination is used to measure the attainment of course outcomes. The internal assessment includes two internal tests per semester which are spread out over the entire semester. The internal assessment contributes 25 marks. Performance in tests and assignment/seminars carries 20 marks and attendance 5 marks. The end semester University examinations carries 75 marks. After completion of the examinations a single overall marksheet is given to the student which gives the Cumulative Grade Points Average CGPA. The percentage of marks obtained in the degree is calculated as

CGPA x 10 = Percentage

0 - outstanding ; A+ and A - First Class.

Indirect Method

Achievement and progress of the student after graduation are taken as parameters for the indirect evaluation of the programme outcome. Clearing competitive examinations like SSC, UPSC, Bank P.O etc., are also indicators of programme outcome. Teachers, entrepreneurs and professionals working in the specialised fields are also considered for evaluating the Programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

660

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://tac.py.gov.in/Download/AQAR/SSRRR.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

5,45,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

5

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

16

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

23

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities play a pivotal role in sensitizing students to social issues and fostering holistic development. These activities extend beyond the conventional classroom curriculum, encouraging students to engage with the world and develop a broader perspective.

Firstly, they promote social awareness by exposing students to real-world problems like poverty, environmental degradation, and inequality. This exposure helps students develop empathy and a sense of responsibility towards society. They become more inclined to actively address these issues, contributing to positive social change.

Secondly, extension activities foster holistic development by enhancing various skills and qualities. Through participation in community service, students develop leadership, communication, and teamwork skills. They also gain a deeper understanding of diverse cultures and perspectives, promoting cultural sensitivity and tolerance.

Moreover, these activities can ignite a passion for lifelong learning. Students often discover new interests and talents that go beyond their academic pursuits, leading to personal growth and self-discovery.

So therefore extension activities conducted this year serve as a powerful tool for sensitizing students to social issues and nurturing holistic development. They cultivate responsible citizens who are not only academically proficient but also socially conscious and equipped with essential life skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

8

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

32

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1238

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Tagore Government Arts and Science College - the oldest college in Puducherry has adequate infrastructure and physical facilities for teaching and learning. The college is functioning in 20 acres of green campus with separate 12 blocks for various departments. It has well maintained 60 class rooms out of which 10 class rooms/Departments are ICT enabled with Projectors and Wi-Fi facilities. The Air Conditioned conference hall has a dining area, and Electricity Generator support, Over head Projectors, conference table with microphones and sound system. This is the only college in Puducherry with Open air class room under a canopy of trees. Laboratories are well equipped with necessary advanced instruments. Departments are Wi-Fi /internet enabled and are under

CCTV surveillance cameras for the benefit of staff and students. The college has a girl's common room, sufficient number of toilets/wash rooms, separate toilets/washroom for disabled, ramp facility, Yoga and Counselling room, 2 canteens for students and stationary shop with photocopy facility. The Playground and library of this college are the biggest in Puducherry. All the departments are provided with computers & printers. Students are provided with centralised R.O. Water facilities. Boundary walls decorated with various images surrounds all sides of the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/INFRA.PDF

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has sufficient facilities for cultural activities, sports, games Yoga, etc. It has an Air Conditioned Conference hall with stage to perform small programmes and a Mini Auditorium/Dining area adjacent to the conference hall with seating capacity of 200 which can also be used for conducting cultural programmes and rehearsals of programmes. The open class room under canopy of trees, is used to host most of the cultural programmes. The college has a huge play ground where, events like annual sports, inter college cricket, football matches and all other kind of outdoor sports activities are organized both by the college and outside organizations. Yoga sessions and other indoor competitions are conducted in Auditorium itself.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/PLAY.PDF

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**10**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/ICT.PDF
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****34.78**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Tagore Government Arts and Science college Library is the oldest and biggest college library in the Union territory of Puducherry (Started in the year 1961) with a collection nearing 1 Lakh. Library is in the process of Automation Using Koha Software through Government of Puducherry. The data entry has been completed for books purchased in last 10 years in excel format. The library building is a spacious, well planned two storied building from the early days of the Institution. The library has 3 computers and a printer for the benefit of staff and students. The

total floor area (ground and First Floor together) of the library building is 14,888.75 Sq.ft. Students and teachers have separate reading areas. Book binding machinery ensures the maintenance of collection and regular termite proofing is done to protect books. The rare books of the library have been identified and kept separately under rare book collection. The library is provided with C.C T.V surveillance camera to control pilferage of books.

Following services are provided in the library: Book lending service, INFLIBNET N-List member facility, Reference service, Purchases 33 magazines and 9 dailies, Question paper service, Library is Wi-Fi enabled and internet browsing facility is also available in the library. Services like Job/Higher studies guidance, Library orientation class, Information board, New word etc. are also provided to the college community.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://tac.py.gov.in/Download/AQAR/LIBRARY.PDF

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.5

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

54

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Through BSNL LAN and Wi-Fi Connections are provided to college.

The computer lab is equipped with standalone systems with Pentium i3 processor and 4 GB RAM with 500 GB of storage. At present it has 35 systems in working condition. The department has made a request for the purchase of additional 60 systems which has been approved and the delivery is expected shortly.

The lab has a centralized Internet facility funded by RUSA, through which Wi-Fi can be sourced to all the staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/WIFI.PDF

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.07

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures regular maintenance for up keep of all infrastructural facilities by signing service contract with various companies in Puducherry for quick attending of repairs. Each Department is provided with full time support staff for cleaning and maintaining of class rooms. The college signed

contract with labour supplier for cleaning of college campus, toilets, gardening etc. A section functions in the Principal's office for monitoring and to take action to maintain all infrastructural facilities. The college has a post of Electrician (Deputed staff from Electricity Department) for maintenance work. The committee constituted with Head of the Department under the chairmanship of Principal, chalk out systematic plan for the construction, maintenance, purchases etc. The Government of Puducherry rules have been followed for verification of stores, laboratory articles, and library books. Every year the store verifier in-charge of the College at Directorate of Higher and Technical Education inspects all store items and library and submits the report. The college library follows weeding out policy regularly. Regular maintenance of infrastructure done during vacation. Under the scheme "Earn while you Learn" programme, students carry out many other work like painting of benches, data entry work of library etc. also.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/workagreement.PDF

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

177

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

6

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://tac.py.gov.in/Download/AQAR/CAPACITYYY.PDF
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

180

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

180

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

33

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

42

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

18

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution motivates students' participation in various administrative co-curricular and extracurricular activities throughout the year. The college has the Centre of Co-Curricular Activities which conducts cultural events and organizes programs in the college and also serves as a bridge between the college and other educational institutions to communicate and ensure participation of the students in various programs around the state.

Various clubs such as the Music Club and the Film Club have been instrumental in building up the students' potential and developing their personality. They participate in events and even help in organizing programs in the college. The students have given their time and talent to bring laurels to the college.

The Legal Services team has been functioning under the aegis of Union Territory of Puducherry Legal Services Authority..The student member is given remuneration by the Union Territory of Puducherry Legal Services Authority (UTPLSA) and the student member sits along with the Chairman and Advocate during the meetings.

The NSS, NCC and Red Ribbon Club helps the students to serve the community. The college also motivates students' participation in the Internal Compliant Committee, Anti- Ragging Committee, Library Committee and various other administrative aspects.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/extraC.PDF
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

18

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni engagement The college adopted the following measures to engage its alumni as it is aware that Alumni engagement not only contributes to the upliftment of the college but also creates the strong supportive network that benefits both the institution and its graduates.

- **Alumni association:** Every department has formed association with its alumni. These groups help the alumni stay connected and also support the college in terms of infrastructure developments.
- **Mentorship programs:** Alumni are engaged in mentoring the current students, providing guidance and insights into the career development.
- **Alumni outreach:** We keep alumni informed about college developments, achievements and challenge through yearly

meetings. • **Career services:** The college offers alumni access to job placements. • **Networking events:** Organizes alumni networking events to bring former students and present students together to build a sense of community and provide opportunities for mentorship and collaboration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year **D. 1 Lakhs - 3Lakhs** (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college aims at producing knowledgeable and socially conscious citizens who will contribute to nation building. To ensure achievement of its mission, the college follows a system of participatory and decentralized management. The College Governing Council consisting of all heads of Departments meets regularly to discuss important academic and administrative matters. Various Committees like Admission Committee, Discipline Committee, Sports Committee, Gender Sensitization Committee, Examination Cell, SC/ST cell have been constituted to manage specific responsibilities. Headed by Senior Teachers, the committees ensure participation of teaching staff in various important activities. Various clubs have been created for extracurricular activities like music club, astronomy club, etc which are managed by students with the guidance of staff members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

CASE STUDY- ADMISSIONS

An Admission committee is constituted every year in order to facilitate the process of admissions. The committee, which follows admission guidelines as prescribed by Centralized Admission Committee of Government of Pondicherry, includes teaching staff from various departments and some members from the non-teaching staff. Most Members of the committee are changed every year in order to enable participation of maximum faculty members in the admission process. Headed by a senior faculty member, the Committee conducts admission with the support of all departments. During the admission process, students and their guardians are also provided guidance about career prospects of various courses. Orientation Programme is also conducted by the Committee with the support of faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Providing recognition and reward to deserving and hard working faculty and students is a part of the Strategic Plan of the college. In 2022-23, the college council and IQAC decided to institute 'Teacher of the Year' and 'Best Student of the year' awards every year. For the year 2021-22, a Selection Committee was constituted for the purpose of recommending the name of the teacher on the basis of eligibility criterion like teaching experience, research record, participation in professional development activities, etc. The criterion for the 'Best Student' award included academic performance, attendance and participation

in extra-curricular activities. After receiving applications from eligible candidates, the short listed teachers and students received their awards in a ceremony organised in the college. It is hoped that the award will motivate faculty and students to work harder and improve the academic standards of the college in future

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college comprises of Office Establishment, Academic Department and Library. The Junior Accounts Officer, head of the office is assisted by the Establishment Superintendent, Accounts Superintendent and other staff members. The academic section consists of heads of Departments and other faculty members. The Library is managed by the Librarian with the support of other staff members.

The overall administration is handled by the Principal and the Governing Council which consists of all heads of departments. All academic and administrative matters are discussed in the Governing Council meeting. The Vice Principal assists the Principal in the discharge of his duties.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://tac.py.gov.in/OrgCHart.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution considers the welfare of its staff a matter of priority and provides several types of welfare measures that aim at ensuring a caring working environment. Medical Leave is granted in case of health issues. For women employees, Child care Leave and maternity leave is also provided in order to ensure life-work balance. Reimbursement of medical expenses provides financial relief to employees in times of health problems. Children Education Allowance is also provided to eligible employees. Leave Travel Concession is also another welfare measure implemented by the college. For retired employees, the college implements National Pension System which provides regular pension. The above mentioned welfare measures help in improving employee morale and in creating a positive work environment.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/WELFAR E.PDF
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

22

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows Performance Appraisal System as per the UGC norms. Self-appraisal by teaching and non-teaching staff is done every year including CAS for the teaching staff.

These self-appraisal forms help the institution maintain records of all the teaching staffs' contribution in teaching and other academic related activities.

Service books for teaching staff are maintained in the college where information regarding their service related information. Non-teaching staff is assessed every year by submitting forms which include brief record of their routine duties. The IQAC took charge of evaluating and scrutinizing PAS performas submitted by the faculty members for CAS.

Feedback from outgoing students is also collected every year to assess and improve the quality of teaching.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audit:

Internal auditing is carried out by a Chartered Accountant appointed by the Pondicherry Govt. for Higher Education. He or She provides suggestions and instructions for maintaining the accounts. The verified details of the accounts is subjected to external audit by the Comptroller Auditor General, Tamilnadu and Puducherry.

External audit:

The verified details given by the Chartered accountant is subject to external audit by Comptroller Auditor General, Tamilnadu and Puducherry.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts department and an Action Taken report with explanation is submitted to the Finance Committee and also sent to the auditor for final approval.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/audit6.PDF
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

1, 50, 000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Well-defined Financial Policy of the college helps for mobilization of funds and its optimal utilization. The annual financial planning is done and financial decisions are taken by committee and Principal.

Mobilization of funds:

Central government fund: UGC, RUSA and ICSSR

State government fund: The Salary, Infra Structure and the student welfare are governed by the Government of Puducherry.

Optimum utilization of funds:

The College utilizes funds for:

- 1.New Infrastructure Development and Infrastructure Maintenance**
- 2.Procurement and maintenance of Equipments**
- 3.Conducting Seminars/ Workshops**
- 4.Student Support (Scholarships, Fee Concessions)**
- 5.Conducting Extension Activities**
- 6.Sports Promotion Activities**
- 7.Library Expenses**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1) In order to provide recognition and reward to deserving and hard working faculty and students, the IQAC decided to institute 'Teacher of the Year' and 'Best Student of the year' awards from the current year. The awards are meant to motivate faculty and students to work harder and improve the academic standards of the college in future.

2) During 2022-23, the IQAC in association with academic departments organised several conferences and seminars with the objective of motivating students to pursue higher education and to familiarize them with the latest developments in various academic fields. Students were provided the opportunity to interact with subject experts from various institutions. The IQAC plans to continue such activities in the future too.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC is committed to improving quality of teaching learning process. During 2022-23, the IQAC in association with academic departments organised several conferences and seminars with the objective of motivating students to pursue higher education and to familiarize them with the latest developments in various academic fields. Students were provided the opportunity to interact with subject experts from various institutions.

Good quality infra-structure facilities are essential to improve

the quality of learning process. During the year, the IQAC facilitated the installation of white boards in several class rooms. Class rooms of Language Departments were also renovated.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/SSUPP0RT.PDF
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

NCC Girls Wing, of our College organised a menstrual health awareness programme on 22nd November 2022 in collaboration with the Eco Femme organisation from Auroville, Tamil Nadu. Tmt. Kalvi Karunanithi, a menstrual educator conducted a two hours session to

explain them different aspects of menstruation, and environment friendly menstrual products. Ms. Bhawna, hosted the session.

'Sakhi One Stop Centre' Program was also conducted as a "Observance of Special Campaign 2.0' in Collaboration with 'Department of Women and Child Development' from 02-10-2022 to 31-10-2022.

The Anti sexual harassment cell and Women protection group uses the security CCTV Cameras for monitoring women security. Women Protection Group, Discipline Committee and Anti-Ragging Committee, are always vigilant.

The Anti-Sexual Harassment Committee organised an "Awareness Programme on on Domestic Violence and Workplace Harassment." Mrs Chithra Priyadharshini, Protection Officer, Department of Women and Child Welfare, gave a lecture

The committee launched communication and awareness campaigns to raise awareness about sexual harassment and the reporting procedures available to employees. This included posters and flyers, as well as issues of circulars.

The Committee is committed to promoting a respectful and harassment-free workplace environment. The committee will continue to monitor and investigate all reported incidents of Sexual harassment,

File Description	Documents
Annual gender sensitization action plan	https://tac.py.gov.in/Download/AQAR/GENSENNN.PDF
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://tac.py.gov.in/Download/AQAR/GENMENNN.PDF

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

• **Solid Waste Management:**

The biodegradable wastes of the plants and trees like withering leaves and flowers, organic waste, canteen kitchen waste and paper are gathered and grouped by the gardeners in specific points and are allowed to decompose and thereby become natural manure for the plants and trees. A job fair was conducted in the college with 'zero waste' with the help of Puducherry Municipality.

• **Liquid Waste Management:**

The waste water from RO is diverted for watering the plants and trees which not only protects the environment but also saves water

• **E-Waste Management:**

E-Waste is collected and kept ready for auction which has to be done only after obtaining permission from the DHTE, Government of Puducherry.

• **Waste Recycling System:**

The non-degradable waste is collected in the college dustbin which in-turn is collected by the Swach Bharath Vehicle for recycling elsewhere. The degradable waste like dry leaves, canteen food waste and left over food are collected in a compost bin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://tac.py.gov.in/Download/AQAR/SOLWAS.PDF
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways
- 4.Ban on use of Plastic
- 5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

B. Any 3 of the above

following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Women Protection Group organised, an Elocution Competition about

Domestic Violence, on 7.12.22 on the topic "Protection of Women from Domestic violence Act 2005".

Red Ribbon Club organized a HIV/AIDS awareness programme in association with Pondicherry AIDS Control Society on 27.04.2023.

Department of French organized the Francophonie Celebration on 30th March 2023 and on 20-04-2023 to celebrate the French language and Francophone culture as a uniting force of 300 million French speakers in the world.

Music Club arranged a lecture on 'Music and Mental Health' on 28-04-2023. Dr. Bhuvaneshwari Ramesh, from School of Music Therapy, Sri Balaji Vidyapeeth, Puducherry was the chief guest.

One day awareness program on 'Conservation and Cultivation of Medicinal Plants' was organized on 27-03-2023 by 'Puducherry Medicinal Plants Board' and 'Institution's Innovation Council' in association with Department of Botany of this college.

This College arranged a program with 'Team mission Warriors and Coast Guard Officer' on 14-03-2023. for motivating students to join Indian Armed force.

NSS UNITS I & II conducted the Ektadivas run on 31.10.2022.

A MoU was signed with 'Madras Library Association' with the objective of strengthening the library movement and promotion of reading habit.

College organized 'Alumni Meet' in May 2023.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

'Electoral Literacy Club' of this college has conducted 'Electoral Roll Enrollment Campaign' from 23-11-2023 to 28-11-2023. In this regard, details of those students were asked who had completed the

age of 18 years and not registered as voters.

Department of Physics, Tagore Government Arts and Science College has organized an meeting 'Constitutional Provisions for Protection of Environment' on 08-08-2020. Dr. P. Devaraj, Additional Principal Chief Conservator of Forest was the Chief Guest. He stressed the need for protecting the environment as responsible citizens.

'No Drug' campaign was organized in college campus.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Independence Day

College celebrates Independence Day every year with a special attention given to students to exhibit their talents in the form of literary and cultural events.

Principal hoisted the flag with NCC and NSS teams and with college staff. 75th Independence Day Celebration was also organized and celebrated by all the departments by conducting various events to commemorate the sacrifice of the National leaders.

Republic Day

Republic Day was celebrated on 26th January. Principal of the college hoisted the National Flag. Talks were given pertaining to Sense of nationalism and patriotism. On this day, the services rendered by the House keeping staff was recognized and they were honoured by the Principal.

International Women's Day

International women's day was celebrated in which by the male faculty in which all women staff and students participated enthusiastically. All Women staff were honoured by the Principal .

In connection with International Women's Day, many competitions were conducted from 02.03.2023 to 06.03.2023. Padmashri Dr. Nalini, Retd. Medical practitioner, JIPMER, and Founder, Hemophilia Society, was invited as Chief guest . At the end of the programme prizes and certificates were distributed to the winners of the competition.

.Constitutional Day:

The Indian Constitutional Day was celebrated on 26-11-2022 in the Department of Sociology. Students along with staff members took part in the program.

National Librarians Day:

National Librarians Day seminar was conducted on 11-08-2022. Resource persons were invited for the seminar to deliver talks on reading and writing.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-1:

1. Title of the Practice: Tree Plantation

2. Objectives of the Practice

- To create an awareness not to endanger environment.
- To reduce the level of Carbon-dioxide and to increase Oxygen level.

3. The Context

- It has been decided to change the face-lift of the college with a increased green cover.

4. The Practice

- The college does not restrict itself to a particular day for Tree plantation and it is done on daily basis.

5. Evidence of Success

- The alumnus visiting the college has expressed that shabby environment has turned an aesthetically green
- It has earned the title 'Green Man of Puducherry' to the Principal of the college.

6. Problems Encountered and Resources Required

- Increase in the number of carbon emission two-wheelers and four-wheelers.
- Lack of local arborist.

Best Practice-2:

Title: R0 units in All the Academic Blocks :

Objective:

1. The goal is to provide quality drinking water

The Context:

Clean and hygiene drinking water has become mandatory requirement for students and staff.

The Practice:

R0 units have been installed in all Blocks to provide safe drinking water. Cleaning of R0 water tank and cartridge replacement is carried out regularly.

Evidence:

1. Better health of college community.

Problems encountered and resources required:

1. R0 units will not work during power failure.
- 2 , Repairing and replacing Internal parts is slightly challenging.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Open Air Classroom an initiative to green environment:

It is a transformative approach to education that is changing the landscape of conventional classrooms. Our objective is an open-air classroom to seamlessly continue the education of the students which was disrupted due to Covid-19 pandemic. This initiative aims to re-engage the students and reignite their passion.

This initiative provides students a deeper connection with nature and a unique learning experience. It serves a powerful tool for reviving the educational journey. This initiative represents a creative and innovative approach to teaching, exploring the potential of open-air classrooms to reinvigorate the learning experience.

Centre for Extra Curricular Activity (CECA) It was started to involve the students into various extra-curricular activities, entrepreneurial training, and providing regular mentoring. Inter-disciplinary skills involving arts, science and humanities. These inter-disciplinary skills involve Communicative English skills, Soft Skills. E-learning and other skills.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The syllabus for undergraduate courses is prepared and approved by the Board of Studies constituted by the University. The Heads of Department represent the institution at the Board of Studies for framing the syllabus. At the beginning of the academic session, departmental meetings are held and the allocation of the syllabus is done. Teachers prepare their individual lesson plans and they also have to take tutorial classes for the better performance of the students. A centralized time table committee is instituted to work on the viability and to design a suitable timetable for the effective teaching. For the effective delivery of curriculum, various teaching methods are applied based on the requirement of the subject or topic. Both Chalk and Black board method and ICT-enabled teaching-learning method are followed. Internal assessment in the form of Tests and Assignments/Seminars/Presentations are conducted to keep track on the improvement of the students. Based on the performance of the students, remedial classes are also conducted. Every department keeps a record of the students attendance and counselling is given to students who lack attendance. After the results are published, the class teacher discusses it with the students to help them perform better in the next session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar is issued by the Pondicherry University. Based on the same, each department prepares academic calendar. It contains the activities to be carried out during academic

year. The college academic calendar is prepared on the basis of departmental calendar of all departments and various committees.

According to the exam schedule of the affiliated university, the college adjusts the academic calendar. The academic calendar is prepared well in advance of next academic session. The academic calendar is displayed on notice board for reference of the students and staff. It carries approximate schedules regarding admission process, teaching-learning schedule, evaluation blue print, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and dates of holidays.

At the beginning of the academic session, departmental meetings are held in each department in which the road-map for transaction of the curriculum in the academic session is discussed and the allocation of the syllabus to the teachers is done. Classes are held according to the prepared schedule under the supervision of College administration/ Head of the Department. Teachers prepare their lesson plan according to the topics assigned to them.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

16

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College strongly believes in perfect amalgam of learning and societal needs and its constructive manifestation in the society. Gender Justice and Gender Studies in Department of Sociology and English seek to sensitize the students on gender issues. As per CBCS norms, the college has integrated two compulsory courses i.e. Public Administration and Environmental Studies into its curriculum so as to create awareness and enhance the understanding of the students on environment, sustainability and effective governance. The course- Communication skills in Hotel Business in Department of French helps the students to know the professional setup of a hotel and service industry especially to cater international tourists and visitors. The students are made aware of the booming tourism industry and its implications on environment. The course- Theoretical Ethics in Department of Philosophy aims to inculcate the idea that Man is a combination of three aspects namely, knowing, feeling and willing aspects. The knowing aspect of man is driven towards 'Truth', the feeling aspect is driven towards 'Beauty' and the willing aspect is driven towards 'Good'. These three - Truth, Beauty and Good - are values. All these values are taught to the students through a dedicated curriculum, and the thoughts of thinkers of the East and West are given primacy.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**3**

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**178**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://tac.py.gov.in/Download/AQAR/rssfed.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1440

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

466

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution being a Government College, the admission is centralised through Centralised Admission Committee (CENTAC). Transparency is maintained by publication of a general list of all students who apply for admission and merit list of selected students every time a new merit/admit list is published.

The admission process with transparency ensures that all categories of students. are admitted in the institution.

The skill and knowledge level of the students admitted is assessed through a common induction programme. In this programme the students are addressed by the Principal and the Heads of departments. After this the Departments conduct a meeting where the tutors/mentors are introduced and they interact with the students to assess and understand the learning levels of the students. The Tutors/Mentors will inform the faculty handling class about their assessment of the students and identify advance learners. They are encouraged to take up certificate/Diploma courses and introduced to add-on courses (off- campus).

Students identified as slow learners are put through a personal counselling session by the teachers/mentors to identify the reasons for their problem. Once the attitude and perception changes they become confident and excel in studies.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3990	120

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

TGASC adopts student centric methods to make the teaching - learning process more effective and student centric. Teaching is mainly based on lecture method with the use of blackboard and many Departments have moved to ICT enabled teaching. Teachers use all available ICT platforms for sharing content and giving assignments to students. The college library is having access to INFLIBNET which the teachers and students can use to get the latest in their area of teaching learning. The following are the student centric methods adopted:

- Provision for individual involvement in practical or project work,
- Special lecture programmes,
- Provision of e-learning sources,
- Internship programmes workshops/seminars/conferences
- Experiential learning
- Participatory learning
- Problem solving

The students are also given training in soft skill development by the college which improves the communication skills of the students. The teachers educate the students on the importance of building character along with acquiring knowledge, which is the motto of our college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college teachers are encouraged and trained to use ICT tools to enrich their teaching. In addition to the traditional Chalk and Talk method of instruction, ICT tools are used by teachers which enhance students capability of understanding the information in an effective way. Most of the teachers are using these tools available in the college. General ICT tools used by faculties are: desktops and laptops, projectors, digital cameras, printers, photocopiers, scanners, microphones,. To address the learning needs of the students in the new teaching-learning scenario, the college has 10 ICT enabled classrooms... The conference room is also well equipped with ICT facilities. With ICT supported environment, college moves from reproductive model of teaching and learning to an independent, autonomous learning model that promotes initiation and creativity. The college also motivates teachers to prepare computer aided teaching/learning materials by providing them with infrastructural support like desktops, laptops, printers, projectors and high speed internet. These tools help teachers in developing e-content in different subjects and bringing innovativeness in teaching their subjects.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://tac.py.gov.in/Download/AQAR/ict.PDF

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

97

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****120**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****83**

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****116**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has a transparent and robust evaluation process. In order to ensure transparency in internal assessment, the details about internal assessment process is communicated with the students well in time. The institution adheres to Pondicherry University norms for conducting and evaluating internal assessment marks of the students. There are set guidelines, procedures and mechanisms for the process of internal examination. This is effectively followed for the benefit of the students. The performance of students in each subject is evaluated through internal tests, attendance and university end semester exams. The internal assessment includes two internal tests per semester which are spread out over the entire semester. The internal Assessment in total stands for 25 marks, out of which 20 marks are based on two internal tests, assignment/seminar and 5 marks are attributed to class attendance. After evaluation of scripts, teachers handover the answer sheets to the students and students get to know the internal marks scored.

All the students are aware of the evaluation process—both Continuous Internal Assessment and semester end external examination.. The internal evaluation is robust, transparent and known to all the stakeholders. The teachers conduct assessment continuously through assignments, presentations and seminars and periodic/unit tests.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The internal assessment test schedules are prepared and communicated to the students well in advance. The corrected answer scripts at random are verified by HOD to ensure the standard in evaluation process.

The grievances of the students with reference to the assessment are made clear by showing their performance in the answer

sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total of marks or assessment of answer books as identified by students are immediately done by the faculty members. In case of practicals the performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record. Any student who is not satisfied with the assessment and award of marks may approach the concern HOD for further clarification.

. The institute follows open evaluation system where the student performance is displayed on the notice board in the respective departments. The marks obtained by the students in the internal assessment tests are uploaded periodically on the university Web portal .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

All the students are aware of the evaluation process—both Continuous Internal Assessment and semester end external examination..

The students learning is continuously monitored under the internal assessment and corrective steps, if necessary, are taken by the teachers

The college has a transparent and robust evaluation process, in internal assessment, the details of the process is communicated to the students in time. The institution adheres to Pondicherry University norms for internal assessment . This is effectively followed for the benefit of the students. The internal assessment includes two internal tests per semester which are spread out over the entire semester. The internal Assessment in total stands for 25 marks, out of which 20 marks are based on two internal tests, assignment/seminar and 5 marks are attributed to class attendance. The students are encouraged to

review their performance in the internal tests to improve their score.

The students are informed about their attendance at regular intervals, generally, at the end of the month, to enable them to achieve the minimum required attendance (as stipulated by the university). In case they fall short they are advised and encouraged to be regular.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://tac.py.gov.in/Download/AQAR/CO.PDE
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme outcome and Course outcomes are evaluated by direct and indirect methods.

Direct Method

The total marks obtained in the internal assessment and University examination is used to measure the attainment of course outcomes. The internal assessment includes two internal tests per semester which are spread out over the entire semester. The internal assessment contributes 25 marks. Performance in tests and assignment/seminars carries 20 marks and attendance 5 marks. The end semester University examinations carries 75 marks. After completion of the examinations a single overall marksheet is given to the student which gives the Cumulative Grade Points Average CGPA. The percentage of marks obtained in the degree is calculated as

$$\text{CGPA} \times 10 = \text{Percentage}$$

O - outstanding ; A+ and A - First Class.

Indirect Method

Achievement and progress of the student after graduation are

taken as parameters for the indirect evaluation of the programme outcome. Clearing competitive examinations like SSC, UPSC, Bank P.O etc., are also indicators of programme outcome. Teachers, entrepreneurs and professionals working in the specialised fields are also considered for evaluating the Programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

660

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://tac.py.gov.in/Download/AQAR/SSRRR.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

5,45,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****5**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****16**

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

23

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities play a pivotal role in sensitizing students to social issues and fostering holistic development. These activities extend beyond the conventional classroom curriculum, encouraging students to engage with the world and develop a broader perspective.

Firstly, they promote social awareness by exposing students to real-world problems like poverty, environmental degradation, and inequality. This exposure helps students develop empathy and a sense of responsibility towards society. They become more inclined to actively address these issues, contributing to

positive social change.

Secondly, extension activities foster holistic development by enhancing various skills and qualities. Through participation in community service, students develop leadership, communication, and teamwork skills. They also gain a deeper understanding of diverse cultures and perspectives, promoting cultural sensitivity and tolerance.

Moreover, these activities can ignite a passion for lifelong learning. Students often discover new interests and talents that go beyond their academic pursuits, leading to personal growth and self-discovery.

So therefore extension activities conducted this year serve as a powerful tool for sensitizing students to social issues and nurturing holistic development. They cultivate responsible citizens who are not only academically proficient but also socially conscious and equipped with essential life skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

8

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****32**

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****1238**

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year****1**

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Tagore Government Arts and Science College - the oldest college in Puducherry has adequate infrastructure and physical facilities for teaching and learning. The college is functioning in 20 acres of green campus with separate 12 blocks for various departments. It has well maintained 60 class rooms out of which 10 class rooms/Departments are ICT enabled with Projectors and Wi-Fi facilities. The Air Conditioned conference hall has a dining area, and Electricity Generator support, Over head Projectors, conference table with microphones and sound system. This is the only college in Puducherry with Open air class room under a canopy of trees. Laboratories are well equipped with necessary advanced instruments. Departments are

Wi-Fi /internet enabled and are under CCTV surveillance cameras for the benefit of staff and students. The college has a girl's common room, sufficient number of toilets/wash rooms, separate toilets/washroom for disabled, ramp facility, Yoga and Counselling room, 2 canteens for students and stationary shop with photocopy facility. The Playground and library of this college are the biggest in Puducherry. All the departments are provided with computers & printers. Students are provided with centralised R.O. Water facilities. Boundary walls decorated with various images surrounds all sides of the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/INFRA.PDF

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has sufficient facilities for cultural activities, sports, games Yoga, etc. It has an Air Conditioned Conference hall with stage to perform small programmes and a Mini Auditorium/Dining area adjacent to the conference hall with seating capacity of 200 which can also be used for conducting cultural programmes and rehearsals of programmes. The open class room under canopy of trees, is used to host most of the cultural programmes. The college has a huge play ground where, events like annual sports, inter college cricket, football matches and all other kind of outdoor sports activities are organized both by the college and outside organizations. Yoga sessions and other indoor competitions are conducted in Auditorium itself.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/PLAY.PDF

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities****10**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/ICT.PDF
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****34.78**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Tagore Government Arts and Science college Library is the oldest and biggest college library in the Union territory of Puducherry (Started in the year 1961) with a collection nearing 1 Lakh. Library is in the process of Automation Using Koha Software through Government of Puducherry. The data entry has been completed for books purchased in last 10 years in excel format. The library building is a spacious, well planned two

storied building from the early days of the Institution. The library has 3 computers and a printer for the benefit of staff and students. The total floor area (ground and First Floor together) of the library building is 14,888.75 Sq.ft. Students and teachers have separate reading areas. Book binding machinery ensures the maintenance of collection and regular termite proofing is done to protect books. The rare books of the library have been identified and kept separately under rare book collection. The library is provided with C.C T.V surveillance camera to control pilferage of books.

Following services are provided in the library: Book lending service, INFLIBNET N-List member facility, Reference service, Purchases 33 magazines and 9 dailies, Question paper service, Library is Wi-Fi enabled and internet browsing facility is also available in the library. Services like Job/Higher studies guidance, Library orientation class, Information board, New word etc. are also provided to the college community.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://tac.py.gov.in/Download/AQAR/LIBRARY.PDF

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.5

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****54**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Through BSNL LAN and Wi-Fi Connections are provided to college.

The computer lab is equipped with standalone systems with Pentium i3 processor and 4 GB RAM with 500 GB of storage. At present it has 35 systems in working condition. The department has made a request for the purchase of additional 60 systems which has been approved and the delivery is expected shortly.

The lab has a centralized Internet facility funded by RUSA, through which Wi-Fi can be sourced to all the staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/WIFI.PDF

4.3.2 - Number of Computers**60**

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****1.07**

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures regular maintenance for up keep of all infrastructural facilities by signing service contract with

various companies in Puducherry for quick attending of repairs. Each Department is provided with full time support staff for cleaning and maintaining of class rooms. The college signed contract with labour supplier for cleaning of college campus, toilets, gardening etc. A section functions in the Principal's office for monitoring and to take action to maintain all infrastructural facilities. The college has a post of Electrician (Deputed staff from Electricity Department) for maintenance work. The committee constituted with Head of the Department under the chairmanship of Principal, chalk out systematic plan for the construction, maintenance, purchases etc. The Government of Puducherry rules have been followed for verification of stores, laboratory articles, and library books. Every year the store verifier in-charge of the College at Directorate of Higher and Technical Education inspects all store items and library and submits the report. The college library follows weeding out policy regularly. Regular maintenance of infrastructure done during vacation. Under the scheme "Earn while you Learn" programme, students carry out many other work like painting of benches, data entry work of library etc. also.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/workagreement.PDF

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

177

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

6

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://tac.py.gov.in/Download/AQAR/CAPACITYYYY.PDF
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**180****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****180**

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

33

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****42**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year****0**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

18

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution motivates students' participation in various administrative co-curricular and extracurricular activities throughout the year. The college has the Centre of Co-Curricular Activities which conducts cultural events and organizes programs in the college and also serves as a bridge between the college and other educational institutions to communicate and ensure participation of the students in various programs around the state.

Various clubs such as the Music Club and the Film Club have been instrumental in building up the students' potential and developing their personality. They participate in events and even help in organizing programs in the college. The students have given their time and talent to bring laurels to the college.

The Legal Services team has been functioning under the aegis of Union Territory of Puducherry Legal Services Authority..The student member is given remuneration by the Union Territory of Puducherry Legal Services Authority (UTPLSA) and the student member sits along with the Chairman and Advocate during the meetings.

The NSS, NCC and Red Ribbon Club helps the students to serve the community. The college also motivates students' participation in the Internal Compliant Committee, Anti- Ragging Committee, Library Committee and various other administrative aspects.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/extraC.PDF
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

18

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni engagement The college adopted the following measures to engage its alumni as it is aware that Alumni engagement not only contributes to the upliftment of the college but also creates the strong supportive network that benefits both the institution and its graduates.

- **Alumni association:** Every department has formed association with its alumni. These groups help the alumni stay connected and also support the college in terms of infrastructure developments.
- **Mentorship programs:** Alumni are engaged in mentoring the current students, providing guidance and insights into the career development.
- **Alumni outreach:** We keep alumni informed about college developments, achievements and challenge

through yearly meetings. • Career services: The college offers alumni access to job placements. • Networking events: Organizes alumni networking events to bring former students and present students together to build a sense of community and provide opportunities for mentorship and collaboration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college aims at producing knowledgeable and socially conscious citizens who will contribute to nation building. To ensure achievement of its mission, the college follows a system of participatory and decentralized management. The College Governing Council consisting of all heads of Departments meets regularly to discuss important academic and administrative matters. Various Committees like Admission Committee, Discipline Committee, Sports Committee, Gender Sensitization Committee, Examination Cell, SC/ST cell have been constituted to manage specific responsibilities. Headed by Senior Teachers, the committees ensure participation of teaching staff in various important activities. Various clubs have been created for extracurricular activities like music club, astronomy club, etc which are managed by students with the guidance of staff members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

CASE STUDY- ADMISSIONS

An Admission committee is constituted every year in order to facilitate the process of admissions. The committee, which follows admission guidelines as prescribed by Centralized Admission Committee of Government of Pondicherry, includes teaching staff from various departments and some members from the non-teaching staff. Most Members of the committee are changed every year in order to enable participation of maximum faculty members in the admission process. Headed by a senior faculty member, the Committee conducts admission with the support of all departments. During the admission process, students and their guardians are also provided guidance about career prospects of various courses. Orientation Programme is also conducted by the Committee with the support of faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Providing recognition and reward to deserving and hard working faculty and students is a part of the Strategic Plan of the college. In 2022-23, the college council and IQAC decided to institute 'Teacher of the Year' and 'Best Student of the year' awards every year. For the year 2021-22, a Selection Committee was constituted for the purpose of recommending the name of the teacher on the basis of eligibility criterion like teaching experience, research record, participation in professional development activities, etc. The criterion for the 'Best

Student' award included academic performance, attendance and participation in extra-curricular activities. After receiving applications from eligible candidates, the short listed teachers and students received their awards in a ceremony organised in the college. It is hoped that the award will motivate faculty and students to work harder and improve the academic standards of the college in future

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college comprises of Office Establishment, Academic Department and Library. The Junior Accounts Officer, head of the office is assisted by the Establishment Superintendent, Accounts Superintendent and other staff members. The academic section consists of heads of Departments and other faculty members. The Library is managed by the Librarian with the support of other staff members.

The overall administration is handled by the Principal and the Governing Council which consists of all heads of departments. All academic and administrative matters are discussed in the Governing Council meeting. The Vice Principal assists the Principal in the discharge of his duties.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://tac.py.gov.in/OrgCHart.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance

A. All of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution considers the welfare of its staff a matter of priority and provides several types of welfare measures that aim at ensuring a caring working environment. Medical Leave is granted in case of health issues. For women employees, Child care Leave and maternity leave is also provided in order to ensure life-work balance. Reimbursement of medical expenses provides financial relief to employees in times of health problems. Children Education Allowance is also provided to eligible employees. Leave Travel Concession is also another welfare measure implemented by the college. For retired employees, the college implements National Pension System which provides regular pension. The above mentioned welfare measures help in improving employee morale and in creating a positive work environment.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/WELFARE.PDF
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the

year

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

22

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows Performance Appraisal System as per the UGC norms. Self-appraisal by teaching and non-teaching staff is done every year including CAS for the teaching staff.

These self-appraisal forms help the institution maintain records of all the teaching staffs' contribution in teaching and other academic related activities.

Service books for teaching staff are maintained in the college where information regarding their service related information. Non-teaching staff is assessed every year by submitting forms which include brief record of their routine duties. The IQAC took charge of evaluating and scrutinizing PAS performas submitted by the faculty members for CAS.

Feedback from outgoing students is also collected every year to assess and improve the quality of teaching.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audit:

Internal auditing is carried out by a Chartered Accountant appointed by the Pondicherry Govt. for Higher Education. He or She provides suggestions and instructions for maintaining the accounts. The verified details of the accounts is subjected to external audit by the Comptroller Auditor General, Tamilnadu and Puducherry.

External audit:

The verified details given by the Chartered accountant is subject to external audit by Comptroller Auditor General, Tamilnadu and Puducherry.

Audit Objections and Rectifications:

The audit objections are rectified by the accounts department and an Action Taken report with explanation is submitted to the Finance Committee and also sent to the auditor for final approval.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/audit6.PDF
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)****1,50,000**

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Well-defined Financial Policy of the college helps for mobilization of funds and its optimal utilization. The annual financial planning is done and financial decisions are taken by committee and Principal.

Mobilization of funds:

Central government fund: UGC, RUSA and ICSSR

State government fund: The Salary, Infra Structure and the student welfare are governed by the Government of Puducherry.

Optimum utilization of funds:

The College utilizes funds for:

- 1.New Infrastructure Development and Infrastructure Maintenance**
- 2.Procurement and maintenance of Equipments**
- 3.Conducting Seminars/ Workshops**
- 4.Student Support (Scholarships, Fee Concessions)**
- 5.Conducting Extension Activities**
- 6.Sports Promotion Activities**
- 7.Library Expenses**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1) In order to provide recognition and reward to deserving and hard working faculty and students, the IQAC decided to institute 'Teacher of the Year' and 'Best Student of the year' awards from the current year. The awards are meant to motivate faculty and students to work harder and improve the academic standards of the college in future.

2) During 2022-23, the IQAC in association with academic departments organised several conferences and seminars with the objective of motivating students to pursue higher education and to familiarize them with the latest developments in various academic fields. Students were provided the opportunity to interact with subject experts from various institutions. The IQAC plans to continue such activities in the future too.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC is committed to improving quality of teaching learning process. During 2022-23, the IQAC in association with academic departments organised several conferences and seminars with the objective of motivating students to pursue higher education and to familiarize them with the latest developments in various academic fields. Students were provided the opportunity to interact with subject experts from various institutions.

Good quality infra-structure facilities are essential to

improve the quality of learning process. During the year, the IQAC facilitated the installation of white boards in several class rooms. Class rooms of Language Departments were also renovated.

File Description	Documents
Paste link for additional information	https://tac.py.gov.in/Download/AQAR/SSUPP ORT.PDF
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

NCC Girls Wing, of our College organised a menstrual health

awareness programme on 22nd November 2022 in collaboration with the Eco Femme organisation from Auroville, Tamil Nadu. Tmt. Kalvi Karunanithi, a menstrual educator conducted a two hours session to explain them different aspects of menstruation, and environment friendly menstrual products. Ms. Bhawna, hosted the session.

'Sakhi One Stop Centre' Program was also conducted as a "Observance of Special Campaign 2.0' in Collaboration with 'Department of Women and Child Development' from 02-10-2022 to 31-10-2022.

The Anti sexual harassment cell and Women protection group uses the security CCTV Cameras for monitoring women security. Women Protection Group, Discipline Committee and Anti-Ragging Committee, are always vigilant.

The Anti-Sexual Harassment Committee organised an "Awareness Programme on on Domestic Violence and Workplace Harassment." Mrs Chithra Priyadharshini, Protection Officer, Department of Women and Child Welfare, gave a lecture

The committee launched communication and awareness campaigns to raise awareness about sexual harassment and the reporting procedures available to employees. This included posters and flyers, as well as issues of circulars.

The Committee is committed to promoting a respectful and harassment-free workplace environment. The committee will continue to monitor and investigate all reported incidents of Sexual harassment,

File Description	Documents
Annual gender sensitization action plan	https://tac.py.gov.in/Download/AQAR/GENSENNN.PDF
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://tac.py.gov.in/Download/AQAR/GENMENNN.PDF

7.1.2 - The Institution has facilities for alternate sources of energy and energy

B. Any 3 of the above

conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

• **Solid Waste Management:**

The biodegradable wastes of the plants and trees like withering leaves and flowers, organic waste, canteen kitchen waste and paper are gathered and grouped by the gardeners in specific points and are allowed to decompose and thereby become natural manure for the plants and trees. A job fair was conducted in the college with 'zero waste' with the help of Puducherry Municipality.

• **Liquid Waste Management:**

The waste water from RO is diverted for watering the plants and trees which not only protects the environment but also saves water

• **E-Waste Management:**

E-Waste is collected and kept ready for auction which has to be done only after obtaining permission from the DHTE, Government of Puducherry.

• **Waste Recycling System:**

The non-degradable waste is collected in the college dustbin which in-turn is collected by the Swach Bharath Vehicle for recycling elsewhere. The degradable waste like dry leaves,

canteen food waste and left over food are collected in a compost bin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://tac.py.gov.in/Download/AQAR/SOLWA S.PDF
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Women Protection Group organised, an Elocution Competition about Domestic Violence, on 7.12.22 on the topic "Protection of Women from Domestic violence Act 2005".

Red Ribbon Club organized a HIV/AIDS awareness programme in association with Pondicherry AIDS Control Society on 27.04.2023.

Department of French organized the Francophonie Celebration on 30th March 2023 and on 20-04-2023 to celebrate the French language and Francophone culture as a uniting force of 300 million French speakers in the world.

Music Club arranged a lecture on 'Music and Mental Health' on 28-04-2023. Dr. Bhuvaneshwari Ramesh, from School of Music Therapy, Sri Balaji Vidyapeeth, Puducherry was the chief guest.

One day awareness program on 'Conservation and Cultivation of Medicinal Plants' was organized on 27-03-2023 by 'Puducherry Medicinal Plants Board' and 'Institution's Innovation Council' in association with Department of Botany of this college.

This College arranged a program with 'Team mission Warriors and Coast Guard Officer' on 14-03-2023. for motivating students to join Indian Armed force.

NSS UNITS I & II conducted the Ektadivas run on 31.10.2022.

A MoU was signed with 'Madras Library Association' with the

objective of strengthening the library movement and promotion of reading habit.

College organized 'Alumni Meet' in May 2023.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

'Electoral Literacy Club' of this college has conducted 'Electoral Roll Enrollment Campaign' from 23-11-2023 to 28-11-2023. In this regard, details of those students were asked who had completed the age of 18 years and not registered as voters.

Department of Physics, Tagore Government Arts and Science College has organized an meeting 'Constitutional Provisions for Protection of Environment' on 08-08-2020. Dr. P. Devaraj, Additional Principal Chief Conservator of Forest was the Chief Guest. He stressed the need for protecting the environment as responsible citizens.

'No Drug' campaign was organized in college campus.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct

C. Any 2 of the above

Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Independence Day

College celebrates Independence Day every year with a special attention given to students to exhibit their talents in the form of literary and cultural events.

Principal hoisted the flag with NCC and NSS teams and with college staff. 75th Independence Day Celebration was also organized and celebrated by all the departments by conducting various events to commemorate the sacrifice of the National leaders.

Republic Day

Republic Day was celebrated on 26th January. Principal of the college hoisted the National Flag. Talks were given pertaining to Sense of nationalism and patriotism. On this day, the services rendered by the House keeping staff was recognized and they were honoured by the Principal.

International Women's Day

International women's day was celebrated in which by the male faculty in which all women staff and students participated

enthusiastically. All Women staff were honoured by the Principal .

In connection with International Women's Day, many competitions were conducted from 02.03.2023 to 06.03.2023. Padmashri Dr. Nalini, Retd. Medical practitioner, JIPMER, and Founder, Hemophilia Society, was invited as Chief guest . At the end of the programme prizes and certificates were distributed to the winners of the competition.

.Constitutional Day:

The Indian Constitutional Day was celebrated on 26-11-2022 in the Department of Sociology. Students along with staff members took part in the program.

National Librarians Day:

National Librarians Day seminar was conducted on 11-08-2022. Resource persons were invited for the seminar to deliver talks on reading and writing.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-1:

1. Title of the Practice: Tree Plantation

2. Objectives of the Practice

- To create an awareness not to endanger environment.

- To reduce the level of Carbon-dioxide and to increase Oxygen level.

3. The Context

- It has been decided to change the face-lift of the college with a increased green cover.

4. The Practice

- The college does not restrict itself to a particular day for Tree plantation and it is done on daily basis.

5. Evidence of Success

- The alumnus visiting the college has expressed that shabby environment has turned an aesthetically green
- It has earned the title 'Green Man of Puducherry' to the Principal of the college.

6. Problems Encountered and Resources Required

- Increase in the number of carbon emission two-wheelers and four-wheelers.
- Lack of local arborist.

Best Practice-2:

Title: RO units in All the Academic Blocks :

Objective:

1. The goal is to provide quality drinking water

The Context:

Clean and hygiene drinking water has become mandatory requirement for students and staff.

The Practice:

RO units have been installed in all Blocks to provide safe

drinking water. Cleaning of RO water tank and cartridge replacement is carried out regularly.

Evidence:

1. Better health of college community.

Problems encountered and resources required:

1. RO units will not work during power failure.

2 , Repairing and replacing Internal parts is slightly challenging.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Open Air Classroom an initiative to green enviroment:

It is a transformative approach to education that is changing the landscape of conventional classrooms. Our objective is an open-air classroom to seamlessly continue the education of the students which was disrupted due to Covid-19 pandemic. This initiative aims to re-engage the students and reignite their passion.

This initiative provides students a deeper connection with nature and a unique learning experience. It serves a powerful tool for reviving the educational journey. This initiative represents a creative and innovative approach to teaching, exploring the potential of open-air classrooms to reinvigorate the learning experience.

Centre for Extra Curricular Activity (CECA) It was started to involve the students into various extra-curricular activities, entrepreneurial training, and providing regular mentoring. Inter-

disciplinary skills involving arts, science and humanities. These inter-disciplinary skills involve Communicative English skills, Soft Skills. E-learning and other skills.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

To digitalize the present library

Digitalizing the library ensures long term access to valuable materials while preserving their physical integrity.

Digitization improves access to library resources and enables library to reach a broader audience. Moreover, digitization allows users to search for collection rapidly and comprehensive from anywhere at any time.

To open a branch of any Nationalized Bank within the college premises

Students effort to access banking activities can be made easy when there is a branch in the campus. Students can learn the routine financial process gaining access to net-banking and using ATM-card .

To achieve the dream of A+ Grade for the college

It is a long dream of the college to achieve A+ Grade from the NAAC. This will take up the college to the next level in its academic and research oriented perspective for the staff and, society and job-related perspective for the students of this college.

To Elevate this Institution to State University

Since most of the students who wants to pursue their higher studies could not achieve thier goal since there is only one University in our state, elevating this instituion to a State University is a key step to fulfill their dreams and goals.