



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	TAGORE GOVERNMENT ARTS AND SCIENCE COLLEGE, PUDUCHERRY
Name of the head of the Institution	DR. SASI KANTA DASH
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04132253263
Mobile no.	9943388586
Registered Email	hoitacc@gmail.com
Alternate Email	iqactgasc@gmail.com
Address	TAGORE GOVT. ARTS AND SCIENCE COLLEGE, AIRPORT ROAD, LAWSPET, PUDUCHERRY
City/Town	PUDUCHERRY
State/UT	Puducherry
Pincode	605008

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			DR. V. KARUNANITHI																						
Phone no/Alternate Phone no.			04132253263																						
Mobile no.			9943388586																						
Registered Email			iqactgasc@gmail.com																						
Alternate Email			hoitacc@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://tac.py.gov.in/aqar2018.pdf																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			https://tac.py.gov.in/Download/CALENDER/cal19-20.pdf																						
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>77.25</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.34</td> <td>2015</td> <td>01-May-2015</td> <td>30-Apr-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B+	77.25	2004	16-Feb-2004	15-Feb-2009	2	B	2.34	2015	01-May-2015	30-Apr-2020
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				Period From	Period To																				
1	B+	77.25	2004	16-Feb-2004	15-Feb-2009																				
2	B	2.34	2015	01-May-2015	30-Apr-2020																				
6. Date of Establishment of IQAC			10-Nov-2014																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries														
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Participation in NIRF	30-Mar-2018 360	1500
Participation in AISHE	30-Sep-2019 360	1500
Feedback from all stakeholders collected, analysed and used for improvements	15-Mar-2020 360	1500
Conduct of Seminars / Workshops	13-Mar-2020 2	120
Mentoring System	15-Mar-2020 360	3500
Adoption of Continuous Internal Assessment (CIA) System	15-Mar-2020 360	1500
e-Governance in College Administration	15-Mar-2020 360	1500
Implementation of various initiatives of MHRD, UGC, RUSA, etc.	15-Mar-2020 360	130
Sustainable Green Audit	15-Mar-2020 360	3500
Induction programme to newly admitted students	01-Jul-2020 360	1500

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Ministry of Statistics and Programme Implementation	MPLAD	District Rural Development Agency, Puducherry	2020 360	210630
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
Two days National Seminar sponsored by NAAC
Continuous Assessment System
Online Feedback System
Every Department is equipped with a Desktop Computer, Printer and Internet Facility.
Plantation of Trees and Plants within the campus

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year
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Plan of Action	Achivements/Outcomes
Induction programme to newly admitted students	Students are informed about the various practices of the college and the various units functioning in the college and thereby making them to use the services of those units.
Mentoring System	Mutuality between the teacher and students were established to help the students equip themselves to achieve / solve their academic requirements / problems
Adoption of Continuous Internal Assessment (CIA) System	Students are evaluated through periodical assignments, seminars, tests and attendance.
Implementation of various initiatives of MHRD, UGC, RUSA, etc.	Inculcated the practice of developing a sense of community among the students and the staffs of this institution
Engagement of Faculty under Short Term Contract(STC) basis for the current vacant teaching positions	Engaged faculty under Short Term Contract basis against the vacant positions in the college

Environmental awareness and sustainable activities.	Planting of trees inside the college campus and its nearby localities namely Kanakan Lake, and Pondicherry Beach and celebration of World Environment Day. These activities helped to make our Environment healthy and sustainable for humanity.				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>COLLEGE GOVERNING COUNCIL</td> <td>23-Jul-2020</td> </tr> </table>		Name of Statutory Body	Meeting Date	COLLEGE GOVERNING COUNCIL	23-Jul-2020
Name of Statutory Body	Meeting Date				
COLLEGE GOVERNING COUNCIL	23-Jul-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	20-Dec-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college is maintaining the Management Information System (MIS) which serves as the main source of data base of the college. All the stored information pertaining to the college paves way for its future use of various academic and administrative purposes. The MIS holds the information related from student particulars to all the financial records. Both academic and administration of the college keep all these information in their computer storage systems. The strategic information like academic planner, circulars, students' attendance, etc. are also available in the college website. The office of the college is connected with Directorate of Treasury and Accounts of the Government through the software namely 'Pay Soft' which allows booking of funds for various academic and administrative purposes of the college. The college examination				

process is also automated with the web link specifically provided by the university in order to expedite the examination works. This link enables the college to register the students for examination, to enter the internal marks, to mark the absentees in the examination, etc. All India Survey of Higher Education, Department of Higher Education, Ministry of Human Resources Development provides a weblink to the college to upload all the academic and administrative related data to this weblink to help the government to arrive policy decision in education sector. The college is mandated to procure its requirements in the least time at lower cost and improved quality through GeM portal of the government.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Tagore Government Arts and Science College is an affiliated college of Pondicherry University. Curriculum and syllabus are designed by the respective Board of Studies and duly approved by the Academic Council of Pondicherry University from time to time. At present, the college is following CBCS pattern of Curriculum. Students are given freedom to choose their respective courses to complete 70 credits as Discipline Specific Course and Discipline Specific Electives and 50 credits as Modern Indian Languages, Generic Elective, Skill Enhancement Course, and Ability Enhancement Compulsory Course. The college follows a well-designed teaching and learning mechanism which comprises of lecture, assignment, tutorial, and project to achieve the curriculum objectives, programme objectives and syllabus objectives. Supplementary course materials are given by the teachers of the respective courses. Being an affiliated college, final examinations (question paper setting, moderation) and assessments are conducted by the Pondicherry University. Periodic academic audits are carried out by the college so as to ensure the effective teaching and learning environment. Course Coordinators, with the help of student mentors, in all the departments prepare monthly attendance and carry out the result analysis and place the students' performance before their respective departments and parents for review.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
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Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	TAMIL	01/07/2017
BA	ENGLISH	01/07/2017
BA	FRENCH	01/07/2017
BSc	MATHEMATICS	01/07/2017
BSc	PHYSICS	01/07/2017
BSc	CHEMISTRY	01/07/2017
BSc	PLANT SCIENCE	01/07/2017
BSc	ZOOLOGY	01/07/2017
BSc	COMPUTER SCIENCE	01/07/2017
BSc	PSYCHOLOGY	01/07/2017
BA	SOCIOLOGY	01/07/2017
BA	HISTORY	01/07/2017
BA	ECONOMICS	01/07/2017
BA	PHILOSOPHY	01/07/2017
BCom	COMMERCE	01/07/2017
BBA	TOURISM	01/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Computer Assisted Testing and Field Study	18
Nil	On Job Training / Study Tour	55
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained

Tagore Govt. Arts and Science College has a strong feedback mechanism. The feedbacks are collected from students, teachers and parents. At the end of course completion, the students are asked to give their feedback about their perception and satisfaction on certain parameters like quality of teaching, infrastructure facilities, delivery of course material, assessment system, mentoring practices, sports, library etc. Their views are carefully analysed and steps are taken in rectifying the problems if any. Parents are invited to become the part of Parent Teacher Association. Being a stakeholder the participation of parents is considered important in the development of a college. They are provided orientation about the course and its features of what their wards are doing. Parent Teacher Association is also used as a platform for collecting feedback regarding their opinion about the functioning of the college and performance of the teachers and wards. The teachers are also asked to reassess themselves in light of feedback received from all stakeholders.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Tamil	120	Nill	120
BA	English	180	Nill	180
BA	French	60	Nill	42
BSc	Mathematics	60	Nill	36
BSc	Physics	60	Nill	55
BSc	Chemistry	60	Nill	60
BSc	Plant Science	60	Nill	51
BSc	Zoology	60	Nill	54
BSc	Computer Science	60	Nill	59
BSc	Psychology	60	Nill	60
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses
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			teaching only UG courses	teaching only PG courses	
2019	3231	0	113	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
113	42	Nil	4	0	Nil

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. Developing a well-defined and effective mentoring system is the priority of the college. In every academic session, the admitted students are included in the mentoring system. Every department, based on the students' strength, divides the students in 1:15/30 mentor-mentee ratio. Students are given the contact number of their mentor as a helpline to address their affairs. The faculty mentors monitor their students in matters of academics as well as character building. Mentor Faculty holds periodical course review meeting with all the students in presence of their parents/guardian in every semester. Students' problems and strengths are identified and addressed in most feasible and reasonable way. Mentors continuous engagement with the students have brought tremendous change in classroom attendance, discipline and performance in the examinations. Most of the students in our college are from the financially weaker section of the society. The most distinctive part of the mentor system at our college is that many of the mentors visit the home of the students to make them understand that their mentors are their best guides and are ready to help them in both monetary and non-monetary matters in the best feasible way. One such initiative is that of the Department of English offering a scholarship and freeship programme called "A Helping Hand" for the meritorious but financially weaker students of the department. A committee has been formulated in this regard which drafted the norms as per which students could be selected.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3221	113	1 : 29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
138	113	25	0	75

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	R SANKARAN	Assistant Professor	BEST NCC OFFICER

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2.5 – Evaluation Process and Reforms

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

the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A. / B.Sc./B.Com./ B.B.A	Odd Semester / December 2019	03/12/2019	15/01/2020
BA	B.A. / B.Sc./B.Com./ B.B.A	Even Semester / May 2020	05/05/2020	10/07/2020
BSc	B.A. / B.Sc./B.Com./ B.B.A	Odd Semester / December 2019	03/12/2019	15/01/2020
BSc	B.A. / B.Sc./B.Com./ B.B.A	Even Semester / May 2020	05/05/2020	10/07/2020
BCom	B.A. / B.Sc./B.Com./ B.B.A	Odd Semester / December 2019	03/12/2019	15/01/2020
BCom	B.A. / B.Sc./B.Com./ B.B.A	Even Semester / May 2020	05/05/2020	10/07/2020
BBA	TOURISM	Odd Semester / December 2019	03/12/2019	15/01/2020
BBA	TOURISM	Even Semester / May 2020	05/05/2020	10/07/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college follows a uniform pattern of Continuous Internal Evaluation system. At present, the college is running four main streams – Arts, Science, Commerce and Management. Twenty five marks (25) are allocated for Continuous Internal Evaluation System and the remaining seventy five marks (75) are allocated to Final Assessment. To bring out transparency and academic efficiency the Internal Tests are divided as 15 marks for Test, 5 marks for Assignment and 5 marks for Attendance. The unique part of our Internal Evaluation System is that two tests for 15 marks each are conducted and the average of the two tests is considered to be the final marks out of 15 marks. As per college practice, every course instructor intimates his/her students well before time for the test as per the academic calendar of the department. Answer Scripts are evaluated and shown to the individual students, marks are displayed in the notice board and during the tutorial hour, students are encouraged to discuss their performance with their course instructor. Moreover, all science departments have the provision for practical examination as a part of assessments whereas Management courses also include practical training and project report for evaluation.

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

Since Tagore Govt. Arts and Science College is an affiliated college, it follows the Academic Calendar given by the Pondicherry University in matters of academic session, examination, assessment and evaluation and publication of

results. However, the college prepares its own planner giving details of the courses, rules, department information and list of holidays. In the beginning of every academic session, each student is given this academic planner so as to enable them to plan their academic activities well in advance. In matters of internal assessments, the respective departments follow the dates prescribed by the university.

2.6 – Student Performance and Learning Outcomes

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

<https://tac.py.gov.in/Download/AQAR/CO.PDF>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BATA1	BA	TAMIL	31	18	58.06
BAEN1	BA	ENGLISH	71	43	60.56
BAFR1	BA	FRENCH	17	7	41.17
BSMT1	BSc	MATHEMATICS	33	5	15.15
BSPH1	BSc	PHYSICS	28	13	46.43
BSCH1	BSc	CHEMISTRY	29	23	79.31
BSB01	BSc	PLANT SCIENCE	15	13	86.66
BSZL1	BSc	ZOOLOGY	18	18	100
BSCS1	BSc	COMPUTER SCIENCE	41	30	73.17
BSPY1	BSc	PSYCHOLOGY	29	27	93.10
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2.7 – Student Satisfaction Survey

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

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0

Industry sponsored Projects	0	NIL	0	0
Projects sponsored by the University	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	0	NIL	0	0
International Projects	0	NIL	0	0
Any Other (Specify)	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	ENGLISH	6	0
National	COMMERCE	2	0

International	ZOOLOGY	3	0
International	COOPERATIVE MANAGEMENT	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
TOURISM	1
ENGLISH	15
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	5	0	0
Presented papers	6	12	0	0
Resource persons	0	13	0	3
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SBSI 2019	NCC	1	15
DRIVING LICENCE	RTO, PUDUCHERRY	1	22
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC	BEST ANO	NCC GROUP, PUDUCHERRY	50
WEIGHTLIFTING	NATIONAL LEVEL	Nil	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
BLOOD DONATION	TGASC	BLOOD DONATION	1	40
SWACHH BHARAT	NGO	BEACH CLEANING	1	20
AIDS AWARENESS	TGASC	AWARENESS	2	50
SWACHH BHARAT	NCC	STREET CLEANING	1	50
WATER PRESERVATION	NCC	CLEANING KANAKAN LAKE	1	50
TREE PLANTING	NCC RAJ NIVAS	BAHOUR LAKE	1	15
YOGA DAY	GOVT. OF PUDUCHERRY	YOGA	1	5
SWACHH BHARAT	TGASC	CLEANING	1	40
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Curriculum Based	On Job Training	Various Travel Agencies, Tour Operators, Hotels	01/02/2020	17/03/2020	BBA STUDENTS

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	19.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Newly Added
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
In House Software	Partially	1.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	86390	1544224	290	88379	86680	1632603
Reference	6596	4293500	36	7000	6632	4300500

Books[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NOT APPLICABLE (NA)	NA	NA	Nil
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4.3 – IT Infrastructure**4.3.1 – Technology Upgradation (overall)**

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	125	3	3	0	0	3	16	500	0
Added	0	0	0	0	0	0	0	0	0
Total	125	3	3	0	0	3	16	500	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)**500 MBPS/ GBPS****4.3.3 – Facility for e-content**

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

4.4 – Maintenance of Campus Infrastructure**4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year**

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20	19.5	0	0

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

Maintenance of library: For maintenances of library infra-structure and facilities, the library committee and administration have been given the responsibility to purchase, procure books, manuscripts and other materials, as per the recommendations received from the departments of the college. The departments of the college have a good stock of texts and references in their respective departmental libraries. For enriching of the library, the committee procures some good publications from national and international publishers. The library committee organises reading sessions and competitions among students and teachers, appeals to students, teachers, alumni, guardians to donate books.

Maintenance of the laboratory: The laboratory equipment, specimens, and other

necessary chemicals are purchased by the office of the principal and purchase committee as per the requirements of the teaching departments of the college. The Science students of the college as well as those of five associate schools are taught and trained about the use and maintenance of laboratory items.

Maintenance of the sport facilities: Students' union sports secretary and his/her advisor takes the responsibilities of maintaining the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sport secretary and the advisor of the Student Union of the college. The college authority purchases them by calling quotations from the reputed sport outlets. Periodically necessary steps have been taken by the authority to develop the sport activities of the students. A pavilion has also been made for the students within the campus, so that the students can enjoy the events of sports week organised in the college. Some of the sports items are kept in boys'/girls' common rooms/ union room and given out for use of students under the monitoring of the Sports cum common room secretaries. Students with excellence and achievements are publicly felicitated and also supported financially to the extent possible.

Maintenance of Computers and IT facilities: The office of the principal decides about purchasing necessary IT equipments as per recommendations received from the departments of the colleges and the administrative office of the college. IT facilities are maintained by computer skilled personnel of the college and they also take the responsibilities of periodic up-gradations of the IT resources.

The IT facilities are taken stock of by the administrations and they are modified or changed whenever necessary. There is an ICT cell in the college which looks after the maintenance of the computers and facilities. Few part-time employees are also entrusted with use and maintenance of these facilities.

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC/ST OBC Scholarships	393	1965000
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching	08/08/2019	64	Department of Philosophy / Mathematics / Chemistry
Personal Counselling	10/09/2019	54	Department of Zoology / Psychology / Mathematics

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Student Mentoring (Psychology)	20	20	4	4
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
-	0	0	MRF	7	3
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	90	UG	BA/BSC/BCO M/BBA	PONDICHERRY UNIVERSITY/K MCPGS/SMVEC	PG
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0

TOFEL	0
Civil Services	0
Any Other	0
View File	

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

Activity	Level	Number of Participants
Marathon (Men)	State Level - Full Marathon (21 Km)	1500
Hockey (Men)	State Level - Inter Collegiate	24
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	1	National	1	Nill	Nill	Nill
No file uploaded.						

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

Students are main the stakeholders of the college and therefore, college gives reasonable space to the students in academic as well as administrative matters. The College has students' representation in the Internal Quality Assurance Cell (IQAC) and students' needs are given priority in the periodic IQAC meetings. Many of the suggestions made by the student representatives are adopted and implemented by the IQAC from time to time. In addition to this, every department has a well- developed system of Class Representatives who are encouraged to give their suggestions and feedback on the teaching and learning to the Heads of the Departments. Various administrative committees formed by the Head of the Institution also include the students' representatives. Quality, access and relevance of higher education are in fact the national priority and to achieve this goal the institution always strive to produce well informed, committed, participative, motivated and curious students. Keeping this in mind, the college created a Centre for Extra-Curricular Activities (CECA), to promote students' participation in various extra-curricular activities of their caliber and interests. CECA has almost ten clubs like Dance Club, Music Club, Photography Club, Theatre Club, Arts and Painting Club, Film Club, Astronomy Club, Reading Club, Campus Bulletin Club, Eco Club, Debate and Quiz Club etc. All these clubs are maintained by student coordinators.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

There is a registered Alumni association in the college. It functions under the name Tagore Arts College Alumni Association. Tagore Govt. Arts and Science College, Puducherry is having a track record of more than 60 years in imparting higher education in the UT of Puducherry. The alumni of this institution are well placed in various organizations in different capacities and capabilities.

Our present Honourable Chief Minister Thiru. V.Narayanasamy and Our former Honourable Chief Minister Thiru. N. Rangasamy, some of the top bureaucrats, Administrators, notable scientists, Entrepreneurs, Professors are the proud alumnus of this prestigious college. This Institution has a registered Alumni Association (Tagore Arts College Alumni Association) with an office functioning with selected office bearers within the Alumni and separate account has been maintained. Funding comes from local and international alumni of this Institution and has been taking a proactive role in extending the benefits to the college administration and support the poor student community through financial aids.

5.4.2 – No. of enrolled Alumni:

350

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

• Alumni meet

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

With an aim to bring efficiency and transparency, College follows decentralized and participative system in managing various affairs of the college. At present, the College has three important sections i.e. Office Establishment, Academic Departments and Library. The Office is headed by a Junior Account Officer who manages the office works with the cooperation of other staffs. In most of the matters, the office follows bottom-top approach to deal with the day to day affairs whereas in matters of policy, it follows top-bottom approach. Academic matters of the departments are looked after by the Heads of the Departments with the cooperation of the faculties. Heads of Departments executes most of the academic works through departmental committees which are formed in the departmental meeting from time to time. The library is headed by a full-time Librarian, Assistant Librarian and other officials. While procuring books, the library consults each departments and students to know their requirements. The overall administration of the college rests with the Principal and the College Governing Council which consists of all Heads of the Departments. Principal chairs the meeting of the Governing Council and agenda items are discussed by all the members of the Council. The decisions are implemented with the help of the office and departments. The participatory and consultative approach has boosted the confidence of all the stakeholders and motivates them to work for the betterment of the college. Considering the increasing number of students, the Principal has appointed two Vice Principals (Academic and Administration) who works with him in different matters of academic and administration. To involve the faculty of the college, the Principal has formed various committees like Discipline Committee, Anti-Ragging Committee, ST SC Cell, Academic Calendar Committee, CBCS Committee etc. In order to address the legal issues related to staff and students, there is a Legal Service Clinic headed by senior faculty and a visiting judge and his/her team which meet in every fortnight. Furthermore, the college has deputed two senior faculty to represent the college in the Academic Council of the Pondicherry University for better coordination.

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

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Considering the changing academic and industry requirements, the college, through the nominated members of the Board of Studies, places its views and suggestions in the Board of Studies Meeting. Curriculum is reviewed and upgraded from time to time so as to bring freshness in the curriculum and meet the requirements of the changing world. Academic Council of the Pondicherry University is responsible for change and approval of the curriculum. The College follows the Pondicherry University guidelines for various academic programmes.
Teaching and Learning	Master time-table is prepared for the college by a duly formed Time-Table Committee of the college and the same is given to the respective departments for their perusal. The Department carries out faculty-wise course allocation and individual time-table is provided to the faculty in the beginning of every semester for effective teaching and learning. Efforts have been made to supplement the classroom teaching with ICT for desired involvement and better understanding. Paired Learning and Group Learning are encouraged so that the students learn by working together.
Examination and Evaluation	The College follows the academic calendar prepared by the Pondicherry University. Students are given sufficient preparation time for the final examinations. The college examination committee has made application form, fees deposit, and hall tickets digital. Therefore, it is easy for the students to get their hall tickets on time. During the examination, one invigilator on every 30 students is allotted and reliever facility is also provided. The college has its own examination manual for the students. However, semester end examinations and valuation are done by the Pondicherry University.
Research and Development	The College offers undergraduate programmes only. Therefore, much focus

is given on teaching and learning.

However, research is carried out at individual faculty level who publish research papers in national and international journals and books, carry out funded projects of different government organizations, and also does consultancy work. As a policy initiative, the college has conducted several meetings with the faculty to motivate and encourage them to write research papers, apply for funded projects and participate in seminars and conferences. Some of the faculty have got the Research Guideship from Pondicherry University which allots M.Phil. and Ph.D. candidates to such official guides.

**Library, ICT and Physical
Infrastructure / Instrumentation**

The College pays close attention to facilities like Library, ICT, physical infrastructure and instrumentation. The library has a manual system for the maintenance of Library with data entry (Books, Journals, Membership), transaction (Issue, Return, Renewal and Fine Collection), and generation of various reports. A proposal for digitization of the library has been sent to the government for approval. The library has also subscribed to UGC N-List programme and EBSCO database package directly which provides access to thousands of full text peer reviewed journals and books. Much of the developmental works are carried out by RUSA. The College has established one Video Conferencing Room with all technical equipment and furniture in order to connect with the various national and state level programmes. The college has installed RO System in order to provide safe drinking water to the students and staff. The college has carried out renovation works in the laboratories of different departments. Moreover, to meet the shortage of classroom furniture and other necessary items, RUSA has submitted a proposal to the Government for the release of fund for this purpose.

Human Resource Management

The College has 135 sanctioned faculty posts out of which 113 faculty are engaged in various academic and administrative works of the college. College follows participatory management system and therefore, many of the faculty are engaged in different

committees. The college encourages the faculty to participate in seminars, conference, workshops, orientation course, refresher course, short term training course in order to enhance and upgrade their knowledge. Non-Teaching staff are given training from time to time on new technology, tools and initiatives. With regard to students, the college has started e-learning laboratory to help the students undertake SWAYAM courses and obtain their certificate free of cost.

Industry Interaction / Collaboration

The College has a Training and Placement Cell which acts as a mediator between the industry and the college in matters of Job Interview, Special Lecture, Internships and Service. To benefit the students, TPO conducts special coaching classes for various competitive examinations and jobs.

Admission of Students

The College is fully owned by the government. Admission works are carried out centrally by Central Admission Committee (CENTAC) for all government colleges. College has no role in the preparation of merit list and allocation of the college to the students is decided by the CENTAC. However, in order to formalize the newly admitted students, document verifications are done by the college. The final list of students for all the programmes are sent to the Pondicherry University for their entry and allocation of Roll No.

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

E-governance area	Details
Planning and Development	Developed a plan for implementing e--governance through e-beams software.
Administration	e-governance is implemented for a transparent administration.
Finance and Accounts	E-governance Both the Plan and Non Plan budget allocation is done through Beams software and the pay roll processing is done using Paysoft software.
Student Admission and Support	Student admission is done through CENTAC, an admission committee of Pondicherry State Government, using a computerised setup and the final verification process is done by the college admission committee.
Examination	Examination marklist uploading is

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	nil	nil	nil	0
2020	nil	nil	nil	0
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	nil	nil	Nil	Nil	Nil	Nil
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ORIENTATION PROGRAM	2	21/11/2019	10/12/2019	18
REFRESHER Course in Organic Chemistry SWAYAM	1	01/07/2019	03/10/2019	96
Refresher Course	1	21/08/2019	03/09/2019	18
Orientation Programme	1	01/11/2019	22/11/2019	18
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SCHOOL FEES REIMBURSEMENT, CHILD CARE LEAVE	SCHOOL FEES. REIMBURSEMENT ,CHILD CARE. LEAVE	FINANCIAL ASSISTANCE

6.4 – Financial Management and Resource Mobilization

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

Tagore Govt. Arts and Science College is a govt. run college and all it audits are done by the officer of the Comptroller Auditor General, Chennai. However, the college is having a Junior Accounts Officer to supervise and monitor the finance related activity.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	-
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	Yes	Comptroller Auditor General, Chennai.	No	-

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

1. Weak students are identified and counselling given 2. Remedial classes are organised 3. Career guidance given

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

1. Orientation given 2. Yoga practice 3. Personal Counselling

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

• Creation of Extracurricular Activities Clubs • Provision of ICT equipments to all the departments • Environment friendly initiatives (Rain water harvesting, Pond)

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Two Days National Seminar	12/03/2020	12/03/2020	13/03/2020	100
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nil	Nil	Nil	Nil

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	No	5
Ramp/Rails	Yes	5
Braille Software/facilities	No	Nil
Rest Rooms	Yes	5
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	10	5	04/10/2019	15	• Plantation • Campus Cleaning • Beach	Green Campus Clean Puducherry	1000

Cleaning
• Plastic free
Campus •
Location
Cleaning
• Bio
Manure
unit •
Water
Recharge
Pond

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	-----

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

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

o Plantation o Campus Cleaning o Plastic free Campus o Location Cleaning o Bio Manure unit o Water Recharge Pond

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

• Mentoring System • Green Campus • Disciplined Parking • RO Water facilities

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

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

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Tagore Govt. Arts and Science College is an age-old college functioning to cater the needs of the student's community of Union Territory of Puducherry. It is the only co-educational institution run by the Govt. of Puducherry. It renders admission to all spears of students on the merit basis. It is our credit and privilege to declare that more than 70 percent of the students are from rural areas of Puducherry and majority of them are first generation graduate learners. Our college is having all 3 wings of NCC that is Army, Navy and Air force plus proposing to have one separate girls' army contingent. Usually all the colleges will not have all the 3 wings, it is our pride to train students as cadets. Another important distinctive practice of our college is "clean and green campus". Our college is planning to plant as many numbers of plants to make it green and also planning for rain water harvesting system. This campus is strictly avoiding the use of one time plastics and also declared as plastic free zone.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

- Integrated PG Courses and Post-Graduate Programmes are requested from the Govt. to initiate along with some UG Programmes in emerging areas.
- Looking to the student strength, the college requested the Govt. to fill up the vacant teaching posts and technical staff.
- Steps are for development of Communication skills may be made available by establishing language laboratories and provision also be made to develop soft skills.