

KANCHI MAMUNIVAR CENTRE FOR POSTGRADUATE STUDIES  
Puducherry

**ANNUAL QUALITY ASSURANCE REPORT 2015-16**

Submitted on: 07-03-2017

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

KANCHI MAMUNIVAR CENTRE FOR POST GRADUATE STUDIES

1.2 Address Line 1

AIRPORT ROAD,

Address Line 2

LAWSPET

City/Town

PUDUCHERRY

State

PUDUCHERRY

Pin Code

605008

Institution e-mail address

kmcpgs@gmail.com

Contact Nos.

0413-2251687

Name of the Head of the Institution:

Dr. THAMIZHARASI TAMIZHMANI

Tel. No. with STD Code:

Mobile:

9488078016

Name of the IQAC Co-ordinator:

Dr. K. KARPAGAM

Mobile:

9965408263

IQAC e-mail address:

kmcpgsiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) 13228

1.4 Website address:

kmcpgs.puducherry.gov.in

Web-link of the AQAR:

kmcpgs.puducherry.gov.in/aqar1516.doc

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++		2005	5
2	2 <sup>nd</sup> Cycle	A	3.19	2013	
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

1<sup>st</sup> July 2008

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

2015-16

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

- i. AQAR 2013-14 submitted on 17/02/2017
- ii. AQAR 2014-15 submitted on 07/03/2017
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

PONDICHERRY UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

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

2.1 No. of Teachers

5

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

-

2.4 No. of Management representatives

-

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and  
community representatives

-

2.7 No. of Employers/ Industrialists

2

2.8 No. of other External Experts

2.9 Total No. of members

8

2.10 No. of IQAC meetings held

5

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

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

NAAC sponsored National Seminar :  
 QUALITY ENHANCEMENT IN TEACHING RESEARCH AND EXTENSION IN  
 HIGHER LEARNING INSTITUTIONS- PROBLEMS AND PROSPECTS

**2.14 Significant Activities and contributions made by IQAC**

Created awareness among the budding voters of Puducherry for the Assembly Election jointly with the NSS cell by conducting a rally  
 Conducted interaction meeting to prepare the draft proposal of New Education Policy for Higher Learning Institutions

**2.15 Plan of Action by IQAC/Outcome**

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

Plan of Action	Achievements
Periodic Interaction with stake holders and students for curriculum enhancement is planned	The inputs from students and the stake holders are collected and presented in the BOS meeting which has created a significant impact in curriculum building

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

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Provide the details of the action taken

The report was approved by the college council.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	7	-	-	-
PG	12	-	-	-
UG	-	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others (M.Phil)	11	-	-	-
<b>Total</b>	30	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	--	-	

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12 + 11 + 7
Trimester	
Annual	

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

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

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

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

YES – Board of Studies is conducted by each department every year and the curriculum is updated with necessary inputs from the students, subject experts, stakeholders as per the industry need



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

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	7	40	NIL	---

2.2 No. of permanent faculty with Ph.D.

41

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	11	-	14	-	-	-	-	-	25

2.4 No. of Guest and Visiting faculty and Temporary faculty

8

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	7	32	7
Presented papers	7	32	7
Resource Persons	-	3	-

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

Apart from regular lecturing, Teaching and learning process is performed through e-lessons, and presentations.

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

180 /SEMESTER

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

DOUBLE VALUATION

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

ALL STAFF MEMEBERS WERE INVOLVED

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

86.7%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				Pass %
		Distinction	I	II	III	
M.A TAMIL	25	1	17	1	93	
M.A ENGLISH	23	2	20	0	92	
M.A FRENCH	9	2	6	0	88	
M.A ECONOMICS	20	2	18	0	100	
M.A HISTORY	13	2	11	0	100	
M.COM	32	5	27	0	100	
M.SC PHYSICS	18	1	17	0	100	
M.SC CHEMISTRY	20	0	18	0	95	
M.SC MATHS	30	2	25	0	90	
M.SC BIOLOGY	20	0	20	0	100	
M.SC ZOOLOGY	18	0	18	0	100	
M.SC COMP SCI	24	2	18	0	83	
M.Phil	51		51	0	100	

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

*By Receiving feedback from the students by rating efficiency of staff on a Five Point scale*

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	<b>2</b>
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	<b>47 (NAAC sponsored SEMINAR)</b>

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	8	3	-	-
Technical Staff	1	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC is initiating the staff members to identify funding agencies for gaining access to funds. The staff members are constantly in touch with various funding agencies and it is in the negotiation phase.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		25.47 lakhs		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2	-	-
Outlay in Rs. Lakhs		7.25 lakhs		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	27	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	12	39	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects		UGC/ ICSSR	25.47 lakhs	
Minor Projects		UGC	7.25 lakhs	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			32.72 lakhs	

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		17			
Sponsoring agencies		UGC			

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
--	---	---	---	---	---	---

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

20

57

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

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

JRF 10      SRF 4      Project Fellows      Any other

3.21 No. of students Participated in NSS events:

University level 15      State level 5

National level 1      International level

3.22 No. of students participated in NCC events: **NIL**

University level      State level

National level      International level

3.23 No. of Awards won in NSS:

University level      State level

National level 1      International level

3.24 No. of Awards won in NCC: **NIL**

University level      State level

National level      International level

3.25 No. of Extension activities organized

University forum      College forum

NCC      NSS 7      Any other

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

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## Criterion – IV

### 4. Infrastructure and Learning Resources

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

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	750 sq m		Govt. Of Puducherry	
Class rooms	44		-do-	
Laboratories	14	2	CPE/AUTONOMY/BSR	
Seminar Halls	2			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-		-
Others				

#### 4.2 Computerization of administration and library

PAY ROLL FOR STAFF, ADMISSION OF STUDENTS, EXAMINATION TIME TABLE GENERATION, RESULT PUBLISHING, MARKLIST GENERATION
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18161	60,67,575	513	2,63,169	18674	63,30,744
Reference Books	1955	6,53,450	190	1,00,700	2145	7,54,150
e-Books						
Journals	76	2,15,700	4	23,000	80	2,38,700
e-Journals	7	84,000	-		7	84,000
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	150	2			1	5	36	



Added	20							
Total	170							

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

-Nil-

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

i) ICT	.19lakhs
ii) Campus Infrastructure and facilities	.33lakhs
iii) Equipments	.36 lakhs
iv) Others	
<b>Total :</b>	<b>.88 lakhs</b>

## Criterion – V

### 5. Student Support and Progression

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

IQAC has created awareness on harassment of women and ragging. Anti Ragging cell has been constituted and is actively functioning. IQAC has also join hands with NSS and had conducted various health related program for the welfare of the students

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

Periodic tests, seminars are conducted. Student staff interaction program is initiated.

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

UG	PG	Ph. D.	Others
-	636	70	42

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

-

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

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No	%
71	9.4%

Men

No	%
677	90.6%

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
						351	112	-	283	2	748

Demand ratio 1:5

Dropout % 9%

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

Regular coaching classes is conducted for Entry into Services, and for other competitive examinations. Classes are conducted for training students to take up NET & JRF examinations

No. of students beneficiaries

134

### 5.5 No. of students qualified in these examinations

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

### 5.6 Details of student counselling and career guidance

Career guidance cell is actively functioning and guide students for their career progress and placements

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	220	22	190

### 5.8 Details of gender sensitization programmes

Regular awareness program is conducted thro Anti Ragging cell, prevention of harassments to women

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

**5.10 Scholarships and Financial Support**

	Number of students	Amount
Financial support from institution	NIL	
Financial support from government	95	3,92,000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

#### **6.1 State the Vision and Mission of the institution**

Mission: We aspire to Expand, Include and Excel in all our endeavours

Vision: We focus on Access, Equity, Accountability and Quality

#### **6.2 Does the Institution has a management Information System**

Yes. Under the leadership of Director, both Ministerial and teaching staff members are functioning. Pay Roll processing is computerised. Controller of Examination is computerised. E-library computerisation process is under progress.

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

##### 6.3.1 Curriculum Development

BOS meeting is conducted periodically and the syllabus is updated according to the current need of the Industry. Choice Based Credit system is followed

##### 6.3.2 Teaching and Learning

Faculty members are attending Refresher courses, and Faculty development programmes

##### 6.3.3 Examination and Evaluation

Double Evaluation is adopted to ensure quality in education

##### 6.3.4 Research and Development

M.Phil and Ph.D Programmes has been started in almost all faculties. Major and minor research projects are undertaken by staff members

6.3.5 Library, ICT and physical infrastructure / instrumentation

Every year new books are added to the library and computers are purchased

6.3.6 Human Resource Management

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6.3.7 Faculty and Staff recruitment

Faculty Recruitment is done by UPSC on Governments recommendation and the staff members are recruited by the Governement

6.3.8 Industry Interaction / Collaboration

Every department has included a person from the Industry as member to update the curriculum as per their needs.

6.3.9 Admission of Students

Admission of students is based on the marks obtained in their UG degree on pure merit

6.4 Welfare schemes for

Teaching	-
Non teaching	Transportation facility on subsidised rate
Students	Transportation facility on subsidised rate

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	✓	AG Audit		

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

For UG Programmes      Yes     No

For PG Programmes      Yes     No

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

Field Experts are appointed as examiners. A well computerised examination wing is functioning.

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

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

It is planned to get support from the Alumini by organizing frequent interactions

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

Parents meeting was conducted, in which parents gave valuable suggestions for the improvement of infrastructure

**6.13 Development programmes for support staff**

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

We have planned to set up garden. Landscaping is done already which has improved the facelift of the campus

**Criterion – VII**

**7. Innovations and Best Practices**

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

Peer teaching method was introduced.

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

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

Every department is given an opportunity on rotation basis to carry out the conduct of semester examination thereby imparting administrative knowledge to staff members

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

7.4 Contribution to environmental awareness / protection

Regular programs are conducted thro NSS to create awareness about environment and protection.

7.5 Whether environmental audit was conducted?    Yes     No



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

\_\_\_\_\_

**8. Plans of institution for next year**

To improve the existing IT infrastructure to make this campus wi-fi, thereby enabling the research scholars and other staff members for an easy access to internet

Name Dr. K. KARPAGAM

Name Dr. R. VASANTHAKUMARI

Karpagam

R. Vasanthakumari  
08/03/19

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Dr. K. KARPAGAM, M.Com, M.Phil, Ph.D.,  
Associate Professor of Commerce,  
Kanchi Mamunivar Centre For P.G. Studies,  
PUDUCHERRY - 8.

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DIRECTOR  
KANCHI MAMUNIVAR CENTRE FOR  
POST-GRADUATE STUDIES (Autonomous)  
PUDUCHERRY-8.

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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