

KANCHI MAMUNIVAR CENTRE FOR POSTGRADUATE STUDIES
Puducherry

ANNUAL QUALITY ASSURANCE REPORT 2014-15

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:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879) 13228

1.4 Website address:

Web-link of the AQAR:

1.5 Accreditation Details

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

1.6 Date of Establishment of IQAC : DD/MM/YYYY

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

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_____ (DD/MM/YYYY)
- 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

2.2 No. of Administrative/Technical staff

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

2.8 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

2

Non-Teaching Staff

1

Students Alumni

0

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

-

2.14 Significant Activities and contributions made by IQAC

Conducted a workshop for the NON IT staff members to enrich their knowledge on Information technology by ICTACT Puducherry

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
Performance Evaluation of Staff by the students was planned	It has been carried out and the strength and weakness of staff have been identified.

* 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 (College Council)

Provide the details of the action taken

It is placed before the College Council and the College Council has approved the AQAR 2014-15

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	-	-	-
Total	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
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 experts 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
51	7	44	NIL	---

2.2 No. of permanent faculty with Ph.D.

48

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
-	7	-	14	-	-	-	-	-	21

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	42	9
Presented papers	8	42	9
Resource Persons	-	3	-

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

ICT training is imparted by ICTACT Puducherry to enable them to prepare e-lessons.

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

89.2%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
M.A TAMIL	23	1	19	1.00		91
M.A ENGLISH	21	2	18	1.00		100
M.A FRENCH	10	1	0	0.00		10
M.A ECONOMICS	20	2	17	1.00		100
M.A HISTORY	13	2	10	1		100
M.COM	33	5	24	0.00		87.88
M.SC PHYSICS	19	0	18	0.00		95
M.SC CHEMISTRY	16	1	15	0.00		100
M.SC MATHS	30	2	26	0.00		93
M.SC BOTANY	19	2	16			93
M.SC ZOOLOGY	19	1	17			93
M.SC COMP SCI	24	2	21	0.00		96
M.Phil	53		53			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	1
UGC – Faculty Improvement Programme	
HRD programmes	-
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	

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 has initiated the academic council to start Research Program (Ph.D) in the Department of History and Mathematics.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2		
Outlay in Rs. Lakhs	5	25.47 lakhs		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1	-	-
Outlay in Rs. Lakhs		5 lakhs		

3.4 Details on research publications

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

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 (2 Ongoing)		UGC/ ICSSR	25.47 lakhs	
Minor Projects (1 ongoing)		UGC	5 lakhs	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			30.47 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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level 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 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	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text"/>

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

- Blood Donation Camp

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
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17751	58,50,275	410	2,17,300	18161	60,67,575
Reference Books	1800	5,92,500	155	60,950	1955	6,53,450
e-Books						
Journals	74	2,03,700	2	12,000	76	2,15,700
e-Journals			-		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								
Total								

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

Periodically crash courses were conducted to enrich the knowledge of non teaching staff and students
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	.17lakhs
ii) Campus Infrastructure and facilities	.23lakhs
iii) Equipments	.16 lakhs
iv) Others	1.15 lakhs
Total :	1.71 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has created awareness among the students, about blood donation and its importance. They have been educated about increasing the green cover by planting trees .

5.2 Efforts made by the institution for tracking the progression

Periodic tests, seminars are conducted. Student staff interaction along with periodic interaction with the parents is initiated

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
-	576	70	55

(b) No. of students outside the state

-

(c) No. of international students

--

Men	No	%
	52	7.4

Women

No	%
649	92.58

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
						401	105	-	190	5	701

Demand ratio 1:4.2

Dropout % 9.1%

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

Coaching classes for entry into services and also for enabling the students to take competitive examinations are conducted. Special training classes is conducted for students to attend JRF, NET & SLET examinations

No. of students beneficiaries

155

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 plays a vital role in shaping the students to choose their right path by conducting counselling sessions.

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
9	311	19	191

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	92	3,80,000
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. Office of the 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

6.3.7 Faculty and Staff recruitment

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

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

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?

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

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

A garden in front of Department of English has been set up to improve the aesthetic value. It is planned to set up an eco-garden beside the Chemistry department

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

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

As a part of Green awareness, it is proposed to bring a ECO garden with landscaping aside the Department of Chemistry.

Name Dr. K. KARPAGAM

Name Dr. R. VASANTHAKUMARI

Karpagam

R. Vasanthakumari
09/03/19

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC^{i/c}

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

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
