

KANCHI MAMUNIVAR CENTRE FOR POSTGRADUATE STUDIES  
PUDUCHERRY

**ANNUAL QUALITY ASSURANCE REPORT 2017-18**

Submitted on: 12<sup>th</sup> October 2018

## 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 POSTGRADUATE 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 No.

0413-2251687

Name of the Head of the Institution:

Dr. R. VASANTHAKUMARI

Tel. No. with STD Code:

0413 - 2251687

Mobile:

9443560868

Name of the IQAC Co-ordinator:

Dr. K. KARPAGAM

Mobile:

9965408263

IQAC e-mail address:

[kmcigac@gmail.com](mailto:kmcigac@gmail.com)

1.3 NAAC Track ID (For ex. MHCOGN 18879) PYCOGN12477

1.4 Website address:

[kmcpgs.puducherry.gov.in](http://kmcpgs.puducherry.gov.in)

Web-link of the AQAR:

[kmcpgs.puducherry.gov.in/iqac/iqac2017-18.pdf](http://kmcpgs.puducherry.gov.in/iqac/iqac2017-18.pdf)

### 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)

2017-18

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 2015-16 submitted on 07/03/2017
- iii. AQAR 2016-17 submitted on 08/09/2017

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

2.10 No. of IQAC meetings held

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

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

- Framed the Academic Calendar
- Students' Feedback collected through e-mail
- Motivated students for Socio- Economic Inclusion and Health Awareness
- Planned for a perfect admission process as per the guidelines of the Government of 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
<ul style="list-style-type: none"> <li>• To Frame the Academic Calendar</li> <li>• To Motivate students for Health Awareness</li> <li>• Perfect Admissions</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Calendar is framed</li> <li>• Health Awareness like, Health and Hygiene, Oral Dental care is organised</li> <li>• Admission process is carried out successfully</li> </ul>

\* 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, and 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
	59	28	31	NIL	---

2.2 No. of permanent faculty with Ph.D. 53

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
	-	-	-	-	-	-	-	-	-	30

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	20	28	14
Presented papers	8	20	-
Resource Persons	7	20	9

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 & MULTIPLE CHOICE QUESTIONS

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop ALL STAFF MEMEBERS WERE INVOLVED

2.10 Average percentage of attendance of students

85%

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	19	1	16	2		100
M.A. ENGLISH	29	1	26	2		100
M.A. FRENCH	6	1	4	1		100
M.A. ECONOMICS	25	0	21	4		100
M.A. HISTORY	13	0	9	4		100
M.COM.	39	4	32	3		100
M.Sc. PHYSICS	18	2	13	2		94
M.Sc. CHEMISTRY	24	11	12	0		95
M.Sc. MATHS	34	12	22	0		100
M.Sc. BOTANY	23	6	17	0		100
M.Sc. ZOOLOGY	14	6	8	0		100
M.Sc. COMPUTER SCIENCE	33	6	25	0		93
M.Phil.	52	44	2	0		88.46

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

*By receiving feedback from the students in NAAC prescribed format about performance of the faculty members and suitability of the curriculum.*

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement programme	3
HRD programmes	1
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	1
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	11	-	-	-
Technical Staff	1	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

Faculty members are encouraged and have taken projects from Funding agencies. IQAC is concentrating to improve the Research interest among the research scholars by encouraging them to participate in various International and National conferences.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		30.78 lakhs		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4	-	-
Outlay in Rs. Lakhs		11.5 lakhs		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	17	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		1	

#### 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	30.78 lakhs	
Minor Projects		UGC	11.50 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			42.28 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		12			0
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	---
Commercialized	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
--	1	9	11	---	---	---

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  College forum   
NCC  NSS  Any other

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

- Swach Bharat Summer Internship Program during summer 2018

## 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	4.60 acres		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

Centre Library activities are automated

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19012	65,70,744	560	3,20,500	19572	69,91,244
Reference Books	2145	7,54,150	-	-	2145	7,54,150
e-Books						
Journals	13	2,65,700	39	3,30,025		
e-Journals	7	84,000	-	-	7	84,000
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	178	3		1	1	5	36	

Added	2		Wifi enabled campus					
Total	180							

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

Wifi connectivity is provided to all faculty members and students

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

i) ICT	1.20
ii) Campus Infrastructure and facilities	17.5
iii) Equipments	1.06
iv) Others	---
<b>Total :</b>	<b>19.76</b>



## Criterion – V

### 5. Student Support and Progression

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

IQAC guided NSS in organizing SWACH BHARAT program during the summer vacation in surrounding villages of Puducherry

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

Apart from periodic tests and seminars, various meetings with the stakeholders like Parents-Teachers meet are conducted. Students are involved in staff performance evaluation process.

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

UG	PG	Ph. D.	Others
--	664	94	46

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

2

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

--

No.	%
92	11.56

Men

Women

No.	%
704	88.44

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
428	123	-	233	4	788	452	100	-	238	6	796

Demand ratio 1:3

Dropout % 4

#### 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

96

5.5 No. of students qualified in these examinations

NET   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counseling 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		
Financial support from government	49	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. The Office of the Controller of Examination has been 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. in Computer Science is proposed to be started in the coming calendar year (2019). 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 non-teaching 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 and reservation policy of the Govt.

### 6.4 Welfare schemes for

Teaching	-
Non teaching	Transportation facility on subsidized rate
Students	Transportation facility on subsidized rate, canteen

### 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	Yes	Govt. of Puducherry		
Administrative	Yes	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 supplementary examination is conducted

**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**

Shri. Manokaran Arivoli Ilayabarathi, from Infosys Bengaluru, an Alumnus from Dept of Computer Science extended his support in training the students for taking up Technical Interview.

**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**

An Eco Garden has been set up aside the Department of Chemistry.  
A green wall project has been implemented by the Department of Plant Science

**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.

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

Based on decision taken during the beginning of the year, Board of Studies meeting has been conducted in all the departments and the syllabi for PG & M.Phil courses have been revised for the academic year 2018-19

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

Commitment to student's support system.  
Participatory and transparent administration.

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/Department wishes to add. (for example SWOT Analysis)

**8. Plans of Institution/Department for next year**

- o Proposed to start M.Phil in Computer Science.
- o To conduct NET coaching classes for all PG & M.Phil students

Name Dr. K. KARPAGAM

Name Dr. R. VASANTHAKUMARI

K. Karpagam  
Signature of the Coordinator

[Signature]  
Signature of the Chairperson

Dr. K. KARPAGAM, M.Com., M.Phil., Ph.D.,  
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PUDUCHERRY-88.

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

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## Annexure I

### 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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