



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

|                                               |                                           |
|-----------------------------------------------|-------------------------------------------|
| <b>1. Name of the Institution</b>             | INDIRA GANDHI COLLEGE OF ARTS AND SCIENCE |
| Name of the head of the Institution           | Dr. B KUMARAN                             |
| Designation                                   | Principal                                 |
| Does the Institution function from own campus | Yes                                       |
| Phone no/Alternate Phone no.                  | 04132275510                               |
| Mobile no.                                    | 9443061292                                |
| Registered Email                              | igcas2001@gmail.com                       |
| Alternate Email                               | igcasiqac@gmail.com                       |
| Address                                       | VAZHUTHAVUR ROAD KADIRKAMAM               |
| City/Town                                     | PUDUCHERRY                                |
| State/UT                                      | Puducherry                                |
| Pincode                                       | 605008                                    |

|                                        |                     |
|----------------------------------------|---------------------|
| <b>2. Institutional Status</b>         |                     |
| Affiliated / Constituent               | Affiliated          |
| Type of Institution                    | Co-education        |
| Location                               | Urban               |
| Financial Status                       | state               |
| Name of the IQAC co-ordinator/Director | Dr N SIVAKOUMAR     |
| Phone no/Alternate Phone no.           | 04132275510         |
| Mobile no.                             | 9442029429          |
| Registered Email                       | igcas2001@gmail.com |
| Alternate Email                        | igcasiqac@gmail.com |

|                                                                           |                                                                                                                                                             |
|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>3. Website Address</b>                                                 |                                                                                                                                                             |
| Web-link of the AQAR: (Previous Academic Year)                            | <a href="http://www.igcas.edu.in">http://www.igcas.edu.in</a>                                                                                               |
| <b>4. Whether Academic Calendar prepared during the year</b>              | Yes                                                                                                                                                         |
| if yes, whether it is uploaded in the institutional website:<br>Weblink : | <a href="https://drive.google.com/file/d/1YU7dDDU8fZKFvH-7v_EidRSwJZbBINow/view">https://drive.google.com/file/d/1YU7dDDU8fZKFvH-7v_EidRSwJZbBINow/view</a> |

**5. Accrediation Details**

| Cycle | Grade | CGPA | Year of Accrediation | Validity    |             |
|-------|-------|------|----------------------|-------------|-------------|
|       |       |      |                      | Period From | Period To   |
| 1     | B+    | 2.65 | 2016                 | 16-Sep-2016 | 15-Aug-2021 |

|                                         |             |
|-----------------------------------------|-------------|
| <b>6. Date of Establishment of IQAC</b> | 09-Apr-2015 |
|-----------------------------------------|-------------|

**7. Internal Quality Assurance System**

| 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 |
| NIRF Filing                                                               | 05-Dec-2016<br>30 | 465                                   |

|                           |                   |     |
|---------------------------|-------------------|-----|
| IT Finishing School       | 06-Jan-2017<br>28 | 150 |
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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   |
|-----------------------------------------|--------------|---------------------|-----------------------------|----------|
| INDIRA GANDHI COLLEGE OF ARTS & SCIENCE | GRAND IN AID | Govt. of Puducherry | 2016<br>365                 | 52629295 |
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

1

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)**

1. IT finishing school for final year students

2. NIRF registration for the institution initiated

[View File](#)

**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**

| Plan of Action                           | Achievements/Outcomes |
|------------------------------------------|-----------------------|
| <b>No Data Entered/Not Applicable!!!</b> |                       |
| No Files Uploaded !!!                    |                       |

|                                                                                                                 |             |
|-----------------------------------------------------------------------------------------------------------------|-------------|
| 14. Whether AQAR was placed before statutory body ?                                                             | No          |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | Yes         |
| Date of Visit                                                                                                   | 22-Jun-2017 |
| 16. Whether institutional data submitted to AISHE:                                                              | Yes         |
| Year of Submission                                                                                              | 2017        |
| Date of Submission                                                                                              | 25-Mar-2017 |
| 17. Does the Institution have Management Information System ?                                                   | No          |

## 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

The college follows a well structured curriculum developed by the respective Board of Studies of Pondicherry University, the affiliating university for all the courses offered by it.. A synchronous delivery method is followed to deliver the contents of the curriculum. This enables real time interaction between the teachers and students. The curriculum is periodically updated to incorporate all the developments in the fields. The coverage of portions are matched against a lesson plan. Periodic tests are conducted to evaluate the performance of students and the marks are documented

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 |
|------------------------------------|-----------------|-----------------------|----------|------------------------------------------|-------------------|
| No Data Entered/Not Applicable !!! |                 |                       |          |                                          |                   |

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course                   | Programme Specialization | Dates of Introduction |
|------------------------------------|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! |                          |                       |
| No file uploaded.                  |                          |                       |

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 |
|------------------------------------|--------------------------|-------------------------------------------------------|
| No Data Entered/Not Applicable !!! |                          |                                                       |

No Data Entered/Not Applicable !!!

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

Certificate

Diploma Course

No Data Entered/Not Applicable !!!

### 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

No Data Entered/Not Applicable !!!

No file uploaded.

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title

Programme Specialization

No. of students enrolled for Field Projects / Internships

BSc

Biotechnology

27

BSc

Statistics

29

BCA

Computer Applications

31

BCom

Foreign Trade

33

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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students

No

Teachers

No

Employers

No

Alumni

No

Parents

No

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

Feedback Obtained

No Data Entered/Not Applicable !!!

## 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 |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BSc                   | Statistics               | 33                        | 678                            | 33                |
| BSc                   | Applied Microbiology     | 33                        | 876                            | 33                |
| BSc                   | Biotechnology            | 33                        | 946                            | 33                |
| BCom                  | Foreign Trade            | 33                        | 1126                           | 33                |
| BCA                   | Computer Applications    | 33                        | 1245                           | 33                |

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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 teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|-----------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------|
| 2016 | 165                                                 | Nil                                                 | 30                                                                                | Nil                                                                               | Nil                                                |

## 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 |
|-------------------------------------------|-------------------------------------------------|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                                 |                                   |                                  |                            |                                 |
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Each permanent faculty member is allotted 20-25 students under the mentoring system. The mentors meet the students once in a while to discuss their academic and other issues. Further, the respective Head of the Departments and staff members meet the parents at least once in an academic year to appraise the parents regarding their wards academic performance, attendance and general behaviour.165

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|------------------------------------------------|-----------------------------|-----------------------|
| 165                                            | 30                          | 1:6                   |

## 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 |
|-----------------------------|-------------------------|------------------|------------------------------------------|--------------------------|
| 35                          | 30                      | 5                | Nil                                      | 12                       |

### 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 |
|-------------------------------------------|---------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                                                                                   |             |                                                                              |
| No file uploaded.                         |                                                                                                   |             |                                                                              |

## 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 | Date of declaration of |
|----------------|----------------|----------------|-----------------------|------------------------|
|----------------|----------------|----------------|-----------------------|------------------------|

|      |     |      | semester-end/ year-end examination | results of semester-end/ year- end examination |
|------|-----|------|------------------------------------|------------------------------------------------|
| BSc  | AMB | Odd  | 05/01/2017                         | 01/03/2017                                     |
| BSc  | AMB | Even | 23/05/2017                         | 25/07/2017                                     |
| BSc  | BBT | Odd  | 05/01/2017                         | 01/03/2017                                     |
| BSc  | BBT | Even | 23/05/2017                         | 24/07/2017                                     |
| BSc  | BST | Odd  | 04/01/2017                         | 01/03/2017                                     |
| BSc  | BST | Even | 22/05/2017                         | 24/07/2017                                     |
| BCA  | BCA | Odd  | 04/01/2017                         | 28/03/2017                                     |
| BCA  | BCA | Even | 25/05/2017                         | 17/08/2017                                     |
| BCom | BFT | Odd  | 04/01/2017                         | 21/03/2017                                     |
| BCom | BFT | Even | 22/05/2017                         | 25/07/2017                                     |

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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Under the current system of curriculum internal evaluation is not included. Frequent tests are conducted by individual departments to evaluate the student performance. However Pondicherry University, the affiliating university is contemplating the implementation of CBCS curriculum with effect from 2017-18 onwards which includes Internal valuation component.

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

The college follows the academic calendar proposed by Pondicherry University at the beginning of each Academic year. Beginning and closure of semesters, All examinations including practicals and semester breaks are based on academic calendar

### 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)

**No Data Entered/Not Applicable !!!**

#### 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 |
|----------------|----------------|--------------------------|-----------------------------------------------------------|-----------------------------------------------------|-----------------|
| AMB            | BSc            | Applied Microbiology     | 33                                                        | 27                                                  | 84.80           |
| BBT            | BSc            | Biotechnology            | 26                                                        | 24                                                  | 92.30           |
| BCA            | BCA            | Computer Applications    | 31                                                        | 26                                                  | 84.87           |
| BST            | BSc            | Statistics               | 29                                                        | 18                                                  | 62.06           |
| BFT            | BCom           | Foreign Trade            | 33                                                        | 26                                                  | 77.00           |

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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://drive.google.com/file/d/1FM5ZT6oSapeBg2XudCXGI9Hb7wxxm0bq/view>

## 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 |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Minor Projects        | 365      | DST                        | 0.55                   | 0.55                            |

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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 |
|------------------------------------|-------------------|------|
| No Data Entered/Not Applicable !!! |                   |      |

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 |
|------------------------------------|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! |                 |                 |               |          |
| No file uploaded.                  |                 |                 |               |          |

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 |
|------------------------------------|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! |      |              |                      |                    |                      |
| No file uploaded.                  |      |              |                      |                    |                      |

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State                              | National | International |
|------------------------------------|----------|---------------|
| No Data Entered/Not Applicable !!! |          |               |

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

| Name of the Department             | Number of PhD's Awarded |
|------------------------------------|-------------------------|
| No Data Entered/Not Applicable !!! |                         |

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      | COMPUTER SCIENCE | 1                     | Nil                            |
| International | MICROBIOLOGY     | 1                     | 2.57                           |
| International | MICROBIOLOGY     | 2                     | 7.44                           |



|                           |                    |   |      |
|---------------------------|--------------------|---|------|
| International             | MICROBIOLOGY       | 2 | 2.4  |
| International             | BIOLOGICAL SCIENCE | 1 | 2.8  |
| International             | COMMERCE           | 1 | 5.16 |
| International             | COMPUTER SCIENCE   | 1 | Nill |
| <a href="#">View File</a> |                    |   |      |

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 |
|-------------------------------------------|-----------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                       |
| No file uploaded.                         |                       |

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 |
|-------------------------------------------|----------------|------------------|---------------------|----------------|-----------------------------------------------------------|---------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                |                  |                     |                |                                                           |                                             |
| No file uploaded.                         |                |                  |                     |                |                                                           |                                             |

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 |
|-------------------------------------------|----------------|------------------|---------------------|---------|---------------------------------------------|-----------------------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                |                  |                     |         |                                             |                                                           |
| No file uploaded.                         |                |                  |                     |         |                                             |                                                           |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 3             | 18       | 1     | Nill  |
| Presented papers            | Nill          | 2        | Nill  | Nill  |
| Resource persons            | Nill          | 1        | 1     | Nill  |
| <a href="#">View File</a>   |               |          |       |       |

### 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 |
|-----------------------------------------------|----------------------------------------------|----------------------------------------------------|----------------------------------------------------|
| AWARENESS PROGRAMME ON DENGUE AND CHIKUNGUNYA | NVBDC                                        | 1                                                  | 120                                                |

|                                           |                   |    |     |
|-------------------------------------------|-------------------|----|-----|
| ADVENTURE CAMP TO MANALI,                 | ABVIMAS           | 3  | 20  |
| BLOOD DONATION CAMP                       | IGMCRI            | 1  | 150 |
| AWARENESS RALLY ON IMMUNIZE ALL CHILDRENS | HEALTH DEPARTMENT | 1  | 50  |
| AIDS AWARENESS PROGRAMME                  | IGCAS NSS UNIT    | 1  | 40  |
| AWARENESS PROGRAMME ON ORGAN DONATION     | JIPMER            | 1  | 45  |
| EYE DONATION AWARENESS PROGRAMME          | IGMCRI            | 15 | 100 |
| AWARENESS ON SMOKE FREE DIWALI            | IGCAS NSS UNIT    | 3  | 100 |
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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 |
|--------------------------------|-------------------|----------------------------------------------------------------------|------------------------------|
| Boat Pulling Competition       | Gold medal        | IUC- 2016, NCC Group, Puducherry                                     | 3                            |
| Group dance competition        | Gold medal        | IUC- 2016, NCC Group, Puducherry                                     | 2                            |
| Firing Competition             | Silver medal      | IUC- 2016, NCC Group, Puducherry                                     | 1                            |
| Semaphore Competition.         | Bronze medal      | IUC- 2016, NCC Group, Puducherry<br>IUC- 2016, NCC Group, Puducherry | 1                            |
| Health and Hygiene Competition | Silver medal      | IUC- 2016, NCC Group, Puducherry<br>IUC- 2016, NCC Group, Puducherry | 1                            |
| Ship Modelling Competition     | Bronze medal      | IUC- 2016, NCC Group, Puducherry<br>IUC- 2016, NCC Group, Puducherry | 2                            |
| Drill Competition              | Silver medal      | DGNCC, All India Nausainik Camp at Karwar, Karnataka.                | 2                            |
| Drill Competition              | Cash award        | NCC Group, Puducherry (NCC day Celebration on 26th November 2016)    | 1                            |
| State NSS Award                | State NSS Award   | State NSS Cell Puducherry                                            | Nil                          |

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 |
|-----------------------------------------------------------------------------|--------------------------------------------------|----------------------|----------------------------------------------------|----------------------------------------------------|
| State NSS Cell Puducherry                                                   | IGCAS NSS UNIT                                   | Nil                  | 35                                                 | 150                                                |
| SCREENING FOR ANEMIA CAMP IN IGCAS                                          | IGCAS NSS UNIT                                   | Nil                  | 5                                                  | 410                                                |
| RUN FOR UNITY ON BIRTH ANNIVERSARY OF SARDAR VALLLAPAI PATEL 31.10.2016     | IGCAS NSS UNIT                                   | Nil                  | 4                                                  | 340                                                |
| RUN FOR UNITY ON BIRTH ANNIVERSARY OF SARDAR VALLLAPAI PATEL 31.10.2016     | STATE NSS CELL, PUDUCHERRY                       | Nil                  | 1                                                  | 50                                                 |
| TSUNAMI MOCK DRILL 10.03.2017                                               | DEPT OF DISASTER MANAGEMENT, GOVT. OF PUDUCHERRY | Nil                  | 1                                                  | 75                                                 |
| DEVELOPMENT OF YOUTH AND DISASTER MANAGEMENT 13.03.2017                     | NEHRU YUVA KENDRA, PUDUCHERRY                    | Nil                  | 1                                                  | 25                                                 |
| SWACHH BHARAT - PLEDGE TAKING AND CLEANING THE COLLEGE CAMPUS ON 09.08.2016 | 1 (P) Naval Unit, NCC                            | Nil                  | 1                                                  | 18                                                 |
| NATIONAL INTEGRATION CAMP AT KARNATAKA 3RD TO 9TH DECEMBER 2016             | STATE NSS CELL KARNATAKA                         | Nil                  | 1                                                  | 10                                                 |
| AWARENESS ON SMOKE FREE DIWALI 27.10.2016                                   | STATE NSS CELL KARNATAKA                         | Nil                  | 3                                                  | 100                                                |
| AWARENESS RALLY ON VOTE IS NOT FOR SALE                                     | ELECTION DEPARTMENT                              | Nil                  | 1                                                  | 65                                                 |

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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 |
|-------------------------------------------|-------------|-----------------------------|----------|
| <b>No Data Entered/Not Applicable !!!</b> |             |                             |          |
| No file uploaded.                         |             |                             |          |

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 |
|-------------------------------------------|----------------------|---------------------------------------------------------------------------------|---------------|-------------|-------------|
| <b>No Data Entered/Not Applicable !!!</b> |                      |                                                                                 |               |             |             |
| No file uploaded.                         |                      |                                                                                 |               |             |             |

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 |
|-------------------------------------------|--------------------|--------------------|-----------------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                    |                    |                                                     |
| No file uploaded.                         |                    |                    |                                                     |

### 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 |
|--------------------------------------------------|------------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b>        |                                                |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                                                                               | Existing or Newly Added |
|------------------------------------------------------------------------------------------|-------------------------|
| Campus Area                                                                              | Existing                |
| Class rooms                                                                              | Existing                |
| Laboratories                                                                             | Existing                |
| Seminar Halls                                                                            | Existing                |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Existing                |
| No file uploaded.                                                                        |                         |

#### 4.2 – Library as a Learning Resource

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

| Name of the ILMS | Nature of automation (fully | Version | Year of automation |
|------------------|-----------------------------|---------|--------------------|
|------------------|-----------------------------|---------|--------------------|

|                                           |               |  |  |
|-------------------------------------------|---------------|--|--|
| software                                  | or partially) |  |  |
| <b>No Data Entered/Not Applicable !!!</b> |               |  |  |

#### 4.2.2 – Library Services

| Library Service Type      | Existing |     | Newly Added |     | Total |     |
|---------------------------|----------|-----|-------------|-----|-------|-----|
| <b>Text Books</b>         | 4200     | Nil | 99          | Nil | 4299  | Nil |
| <b>Reference Books</b>    | 480      | Nil | Nil         | Nil | 480   | Nil |
| <b>Journals</b>           | 17       | Nil | Nil         | Nil | 17    | Nil |
| <a href="#">View File</a> |          |     |             |     |       |     |

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 |
|---------------------------|---------------------------------|---------------------------------------|-----------------------------|
| Saravanan V.S.            | Cell Biology                    | CMS prepared in Google webpages       | 08/10/2016                  |
| Saravanan V.S.            | Molecular Biology               | CMS prepared in Google webpages       | 11/01/2016                  |
| Saravanan V.S.            | Agricultural Microbiology       | CMS prepared in Google webpages       | 27/01/2016                  |
| Saravanan V.S.            | Microbial Physiology Metabolism | CMS prepared in Google webpages       | 30/01/2016                  |
| <a href="#">View File</a> |                                 |                                       |                             |

#### 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 |
|-----------------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| <b>Existing</b> | 78              | 71           | 0        | 0                | 0                | 3      | 4           | 4                               | 0      |
| <b>Added</b>    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                               | 0      |
| <b>Total</b>    | 78              | 71           | 0        | 0                | 0                | 3      | 4           | 4                               | 0      |

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

|              |
|--------------|
| 4 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 |
|--------------------------------------------|------------------------------------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b>  |                                                                        |

#### 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 |
|-------------------------------------------|------------------------------------------------------------|----------------------------------------|------------------------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                                            |                                        |                                                            |

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)

Being a government institution the physical infrastructure is maintained by the Public Works Department of the Government of Puducherry. The Laboratories have instructors for maintenance and upkeep. Further the respective departments faculty supervise the functioning of the labs. The MTS staff of the college take care of the cleaning and other operational issues of the facilities. Library facility is maintained by the Librarian along with support staff

## 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   | Nil                      | Nil                | Nil              |
| Financial Support from Other Sources |                          |                    |                  |
| a) National                          | Nil                      | Nil                | Nil              |
| b) International                     | Nil                      | Nil                | Nil              |
| No file uploaded.                    |                          |                    |                  |

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           |
|-------------------------------------------|------------------------|-----------------------------|-----------------------------|
| IT Finishing School                       | 06/01/2017             | 150                         | RUSA ICT Academy Puducherry |
| No file uploaded.                         |                        |                             |                             |

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 |
|-------------------------------------------|--------------------|----------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------|---------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                    |                                                          |                                                              |                                                      |                           |
| No file uploaded.                         |                    |                                                          |                                                              |                                                      |                           |

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 |
| <b>No Data Entered/Not Applicable !!!</b> |                                |                                             |

## 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 |
| <b>No Data Entered/Not Applicable !!!</b> |                                 |                           |                               |                                 |                           |
| <a href="#">View File</a>                 |                                 |                           |                               |                                 |                           |

### 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                                        |
|-------------------|----------------------------------------------------|----------------------------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| 2017              | 14                                                 | B.Sc. Biotechnology        | BIOTECHNOLOGY             | Pondicherry University; KMCPGS, Puducherry; VIT, Vellore, TN                                                                                            | M.Sc. Biotechnology / M.Sc. Bioinformatics/M.Sc. Plant Biotechnology |
| 2017              | 12                                                 | B.Sc. Applied Microbiology | MICROBIOLOGY              | VCRC Puducherry; Sengunthar Arts and Science College, Namakkal, TN; St. Joseph Arts and Science College Cuddalore, TN; Ruhr University, Bochum, Germany | Medical Entomology / M.Sc. Microbiology / M.Sc. Biochemistry         |
| 2017              | 8                                                  | B.C.A                      | COMPUTER SCIENCE          | PEC, Puducherry, Mailam Engg. College, Mailam, TN; KMCPGS, Puducherry                                                                                   | MCA/ M.Sc. Computer Science                                          |
| 2017              | 4                                                  | B, Com (FT)                | Foreign Trade             | Pondicherry University                                                                                                                                  | MBA/M.Com                                                            |
| No file uploaded. |                                                    |                            |                           |                                                                                                                                                         |                                                                      |

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 |
|-------------------------------------------|-----------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                         |
| No file uploaded.                         |                                         |

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

| Activity                                  | Level | Number of Participants |
|-------------------------------------------|-------|------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |       |                        |
| No file uploaded.                         |       |                        |

### 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 |
|-------------------------------------------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                         |                        |                             |                               |                   |                     |
| No file uploaded.                         |                         |                        |                             |                               |                   |                     |

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

Each class has a male and female representative. Some departments elect the representatives while in others they are nominated by the Head of the Department. In a few departments the representatives are rotated in each semester. Major activities in the campus such as culturals, annual day sports meet etc are decided after discussing with the student representatives.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

5.4.2 – No. of enrolled Alumni:

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

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

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

5.4.4 – Meetings/activities organized by Alumni Association :

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

## 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)

Conducting Model Exams according to Convenience of individual Departments Field Trip/Study tour as per requirement of each individual department



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

No

## 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                                                                                                                                                                                                   |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Admission of Students                | Admissions are done by Govt. of Puducherry through Centralised Admission Procedure for Arts science Colleges                                                                                              |
| Industry Interaction / Collaboration | Seminars/Guest Lectures by Industry people are organised once in a while by the departments. Industrial visits are also organised                                                                         |
| Human Resource Management            | All staff management and welfare activities are according to CCS rules of the central Government                                                                                                          |
| Research and Development             | Faculty members are encouraged to take up research work related to their discipline.                                                                                                                      |
| Examination and Evaluation           | Semester end examinations are conducted under the supervision of Pondicherry University followed by central valuation. College conducts periodic tests and Model exams as a part of continuous evaluation |
| Teaching and Learning                | Conventional teaching blended with modern teaching methods are practiced in IGCAS. LCD presentations, Discussions and seminars are encouraged                                                             |
| Curriculum Development               | Being an affiliated institution, the college follows curriculum developed by respective Bos of Pondicherry University which is revised at least once in three years                                       |

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

| E-governance area        | Details                                                                                                                                                                                                         |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Planning and Development | Planning and development of the college is done through the Governing Body Which is the Administrative body of the institution                                                                                  |
| Administration           | Day to day administration of the college is managed by the Principal with the help of Council of Head of the departments and Administrative staff                                                               |
| Finance and Accounts     | The College is fully funded through the Government of Puducherry. The institution maintains proper accounts and audits its yearly accounts through independent auditors and submit the same to the authorities. |

|                               |                                                                                                                                                                                                                                                    |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Student Admission and Support | Centralised Students admission procedure through online portal of the Govt. of Puducherry                                                                                                                                                          |
| Examination                   | Semester examinations are conducted by Pondicherry University directly. Online registration/Fees payment/Internal mark uploading etc for semester examinations is done through Pondicherry University Exam web portal through a paperless process. |

### 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 |
|-------------------------------------------|-----------------|----------------------------------------------------------------------------|--------------------------------------------------------------------|-------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                 |                                                                            |                                                                    |                   |
| No file uploaded.                         |                 |                                                                            |                                                                    |                   |

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) |
|-------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-----------|---------|-----------------------------------------|---------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                                                              |                                                                                 |           |         |                                         |                                             |
| No file uploaded.                         |                                                                              |                                                                                 |           |         |                                         |                                             |

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 |
|-------------------------------------------------|---------------------------------|------------|------------|----------|
| NSS orientation Course                          | 1                               | 14/09/2016 | 20/09/2016 | 7        |
| FDP in Commodity Derivatives Market             | 1                               | 23/03/2017 | 24/03/2017 | 2        |
| <a href="#">View File</a>                       |                                 |            |            |          |

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

| Teaching                                  |           | Non-teaching |           |
|-------------------------------------------|-----------|--------------|-----------|
| Permanent                                 | Full Time | Permanent    | Full Time |
| <b>No Data Entered/Not Applicable !!!</b> |           |              |           |

## 6.3.5 – Welfare schemes for

| Teaching                                  | Non-teaching | Students |
|-------------------------------------------|--------------|----------|
| <b>No Data Entered/Not Applicable !!!</b> |              |          |

**6.4 – Financial Management and Resource Mobilization**

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

Auditing of the accounts of the institution is carries out every year through independent auditors according to the instructions of the DHTE, Govt. of Puducherry

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 |
|----------------------------------------------------------|-------------------------------|---------|
| <b>No Data Entered/Not Applicable !!!</b>                |                               |         |
| No file uploaded.                                        |                               |         |

6.4.3 – Total corpus fund generated

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

**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       | Yes      | RUSA<br>PONDICHERRY | Nill     | Nill      |
| Administrative | Nill     | Nill                | Nill     | Nill      |

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

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

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

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

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

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

6.5.5 – Internal Quality Assurance System Details

|                                        |      |
|----------------------------------------|------|
| a) Submission of Data for AISHE portal | Yes  |
| b)Participation in NIRF                | Yes  |
| c)ISO certification                    | Nill |
| d)NBA or any other quality audit       | Nill |

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 |
|-------------------------------------------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                    |                         |               |             |                        |
| No file uploaded.                         |                                    |                         |               |             |                        |

## 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 |
| <b>No Data Entered/Not Applicable !!!</b> |             |           |                        |      |

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 |
| <b>No Data Entered/Not Applicable !!!</b>                                             |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-----------------|--------|-------------------------|
| Ramp/Rails      | Yes    | 4                       |

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 |
|-------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------|------|----------|--------------------|------------------|--------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                                                                          |                                                                              |      |          |                    |                  |                                            |
| No file uploaded.                         |                                                                          |                                                                              |      |          |                    |                  |                                            |

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

| Title                                     | Date of publication | Follow up(max 100 words) |
|-------------------------------------------|---------------------|--------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                     |                          |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                  | Duration From | Duration To | Number of participants |
|-------------------------------------------|---------------|-------------|------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |               |             |                        |
| No file uploaded.                         |               |             |                        |

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

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

### 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

|                                           |
|-------------------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |
|-------------------------------------------|

### 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

|                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| IGCAS offers job oriented, non-conventional and highly demanded undergraduate programmes in Science and Commerce. Some of the courses offered are one of its |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|

kind in the entire South India. The institution has the best results among the Arts Science colleges in Puducherry. It has a highly qualified teaching faculty with research orientation which is reflected by its high rank in NIRF.

Provide the weblink of the institution

<https://www.igcas.edu.in/>

### **8.Future Plans of Actions for Next Academic Year**

1. Construction of building under RUSA funding 2. Increase in students intake