



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	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	No
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	PONDICHERRY
State/UT	Puducherry
Pincode	605008

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

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://drive.google.com/file/d/1ADOWKY-lZl85IX3YlUTt1NHBrn5oalJ9/view
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://drive.google.com/file/d/10BBOeRjscq7XKWpFCACyK_pBt4iOa1Ng/view

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B+	2.65	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC	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
Self Defense for Women	11-Aug-2017	30

	60	
Orientation for First year students	13-Nov-2017 5	230
Students Satisfaction Survey	05-May-2018 1	165
View File		

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	GRANT IN AID	GOVT. OF PUDUCHERRY	2017 365	54901809
View File				

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. NIRF Data submission

2. TAKEWANDO self defense programme for Girls students

3. Orientation Programme for First year students

4. Students Satisfaction Survey

[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	Achivements/Outcomes
Students Satisfaction Checking to Develop the institution	Areas needed for institutional improvement identified
Proper Data Management for NIRF Filing,	Good Ranking in NIRF
View File	

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 ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	02-Mar-2018
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
BCA	Computer Application	29/06/2017
BCom	Foreign Trade	29/06/2017
BSc	Biotechnology	29/06/2017
BSc	Statistics	29/06/2017
BSc	Applied Microbiology	29/06/2017

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
BCom	Foreign Trade	30
BSc	Statistics	29
BCA	Computer Applications	32
View File		

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	50	975	40
BSc	Applied Microbiology	50	1119	50
BSc	Biotechnology	50	1290	50
BCom	Foreign Trade	60	1354	58
BCA	Computer Application	50	1654	50

[View File](#)

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
2017	248	Nil	31	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
No Data Entered/Not Applicable !!!					
No file uploaded.					
No file uploaded.					

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

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
248	31	1:8

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	31	4	Nil	16

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
No Data Entered/Not Applicable !!!			
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 semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BFT	Even	31/05/2018	31/07/2018
BCom	BFT	Odd	29/12/2017	22/03/2018
BCA	BCA	Even	31/05/2018	31/07/2018
BCA	BCA	Odd	29/12/2017	22/03/2018
BSc	BST	Even	31/08/2018	31/07/2018
BSc	BST	Odd	29/12/2017	22/03/2018
BSc	BBT	Even	31/05/2018	31/07/2018
BSc	BBT	Odd	29/12/2017	22/03/2018
BSc	AMB	Even	31/05/2018	31/07/2018
BSc	AMB	Odd	29/12/2017	22/03/2018
View File				

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

Pondicherry University, the affiliating university has implemented CBCS curriculum with effect from 2017-18 onwards which includes Internal valuation component. Accordingly every subject taught under each program has external and internal components in a 75:25 ratio. The internal component consists of weightage from Tests, Assignments/Seminars/Presentations and Attendance. This enables the institution to continually evaluate the students academically.

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	Programme	Programme	Number of	Number of	Pass Percentage
-----------	-----------	-----------	-----------	-----------	-----------------

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
AMB	BSc	Applied Microbiology	29	24	82.75
BBT	BSc	Biotechnology	27	22	81.48
BCA	BCA	Computer Applications	32	29	90.62
BST	BSc	Statistics	27	21	77.77
BFT	BCom	Foreign Trade	33	30	91.00
View File					

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/1Bc05UhCK85PeIaBAiXia4E3FKOe9rlAa/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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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)
International	Microbiology	1	0.9
International	MICROBIOLOGY	1	1.7
International	MICROBIOLOGY	1	1.9
International	COMMERCE	1	4.73
International	COMMERCE	1	5.4
View File			

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
No Data Entered/Not Applicable !!!	
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
No Data Entered/Not Applicable !!!						
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
No Data Entered/Not Applicable !!!						
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	5	16	3	Nil
Presented papers	Nil	3	Nil	Nil
View File				

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
Campus cleaning	IGCAS NSS UNIT	2	50
Beggar Free Pondicherry Camp	Beggar Free Pondicherry Camp	1	40
Tsunami mock drill at Panithittu village	REVENUE AND DISASTER MANAGEMENT, PUDUCHERRY	1	50
Man making vision - resource from calcutta	IGCAS NSS	1	100
All India seminar ON CLIMATE CHANGE	All India seminar ON CLIMATE CHANGE	1	50
National Unity Run day on the Birth Anniversary of Sardar Vallapai Patel.	POLICE DEPARTMENT	1	30
IGCAS NSS UNIT	IGCAS NSS UNIT	1	75
CLEANING THE KANAKAN LAKE - REMOVAL OF GLASS BOTTLES FROM THE SIDE OF THE LAKE	IGCAS NSS UNIT	1	80
AWARENESS ON E- WASTE MANAGEMENT - AVVAI TRUST	AWARENESS ON E- WASTE MANAGEMENT - AVVAI TRUST	1	150
DR. AMBEDKAR 125 BIRTHDAY ANNIVERSARY - OLYMPIC TORCH RUN	ADI- DRAVIDAR WELFARE DEPARTMENT, PUDUCHERRY	1	35
View File			

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- 2017, NCC Group Headquarters,	1
Group Song Competition	Gold medal	IUC- 2017, NCC Group Headquarters,	1
Health Hygiene competition	Gold medal	IUC- 2017, NCC Group Headquarters,	1
Boat Pulling Competition	Gold medal	IUC- 2017, NCC Group Headquarters,	1
Group dance competition	Silver medal	IUC- 2017, NCC Group , Puducherry	1

Group Dance Competitio	Bronze medal	Special National Integration Camp (SNIC) at Leh	1
Best Senior Wing Cadet in Pondicherry Naval unit	Prize	Group commander S.K. Gupta, NCC Group, Puducherry. (26th November 2017)	1
State NSS Award	State NSS Award	State NSS Cell Puducherry	9
View File			

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
	MAHARAJ FOUNDATION, CHENNAI	Orientation programme on "Music Therapy" for cancer patient	1	20
	VASAN EYE CARE, PUDUCHERRY	Dental and Eye Check up camp - vasan eye and dental institute	1	380
	PINK ORGANISATION	Awareness on breast cancer	1	100
	RAJ NIVAS	7km Walkathon on dengue Awareness with Hon'ble Lt. Governor	1	100
	PRIMARY HEALTH CENTRE, REDDIYARPALAYAM	Door to door campaign on dengue source reduction awareness programme at Nadesan Nagar and Boomianpet areas	1	60
	JIPMER	volunteers participated an awareness programme on "oral cancer"	1	40
	PONCARE, PUDUCHERRY	FIT INDIA MOVEMENT CONDUCTION OF SPORTS DAY FOR THE OLD AGE	1	80

		PEOPLE		
	JIPMER	NEED FOR PHYSICAL EXERCISE AT JIPMER	1	45
View File				

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

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
View File	

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 patially)		
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	4200	Nil	28	Nil	4228
Reference Books	480	Nil	Nil	Nil	480	Nil
Journals	17	Nil	Nil	Nil	17	Nil
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	78	71	0	0	0	3	4	100	0
Added	0	0	0	0	0	0	0	0	0
Total	78	71	0	0	0	3	4	100	0

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

100 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
No Data Entered/Not Applicable !!!	

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
600000	572545	700000	620683

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
5 days Orientation Programme for First year students under RUSA	13/11/2017	Nil	Nil
Two month Self Defence training for women in Taekwondo	11/08/2017	30	RUSA
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
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

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!					
View File					

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
2018	14	B.Sc. Biotechnology	Biotechnology	Pondicherry University, KMCPGS, Puducherry	M.Sc.
2018	1	B.C.A	COMPUTER SCIENCE	KMCPGS, Puducherry	M.Sc. Computer Science
2018	5	B.Com	Foreign Trade	Pondicherry University, SMVEC Puducherry	MBA, MLIS, M.Com
View File					

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

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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?

No Data Entered/Not Applicable !!!

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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)?

Partial

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

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
No Data Entered/Not Applicable !!!				
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	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
------	---	--	-----------	---------	---	---

	organised for teaching staff	organised for non-teaching staff				
No Data Entered/Not Applicable !!!						
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
Hybrid MOOC based Faculty development programme (FDP201x) on Pedagogy for Online and Blended Teaching-Learning Process, FDP is conducted under the aegis of Pandit Madan Mohan Malaviya National Mission for Teachers and Teaching (PMMNMTT).	1	03/05/2018	12/06/2018	14
Hybrid MOOC based Faculty development programme (FDP101x) on Foundation Program in ICT for Education, FDP conducted under the aegis of Pandit Madan Mohan Malaviya National Mission for Teachers and Teaching (PMMNMTT)	1	08/03/2018	12/04/2018	14
Interdisciplinary Refresher Course on Education	1	08/02/2018	28/02/2018	21
FDP on Problem Solving and Programming	1	08/09/2017	09/09/2017	2

in Python				
RC in Life Science	3	05/12/2017	25/12/2017	21
RC in Statistics Research Methods	2	24/05/2018	13/06/2018	21
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

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

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	NIRF Data submission	12/08/2017	12/08/2017	12/08/2017	30
2017	Two month Self Defence training for women in Taekwondo	11/08/2017	11/10/2017	11/10/2017	30
2017	5 days Orientation Programme for First year students under RUSA	13/11/2017	17/11/2017	17/11/2017	230
2018	Students Satisfaction Survey	05/05/2018	07/05/2018	09/05/2018	145

[View File](#)

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
No Data Entered/Not Applicable !!!				

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
No Data Entered/Not Applicable !!!

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	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
------	---	--	------	----------	--------------------	------------------	--

	advantages and disadvantages	and contribute to local community				
No Data Entered/Not Applicable !!!						
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)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Plastic Free Campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

No Data Entered/Not Applicable !!!

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

Use the newly constructed building for enhancing student intake