

Annual Quality Assurance Report (2015-2016)

Submitted to
National Assessment and Accreditation Council
Bangalore - 560 072



Karpagam Academy of Higher Education
(Deemed to be University Established Under Section 3 of UGC Act, 1956)
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Part – A

AQAR for the year (*for example 2013-14*)

2015-2016

1. Details of the Institution

1.1 Name of the Institution

Karpagam Academy of Higher Education

1.2 Address Line 1

Pollachi Main Road

Address Line 2

Eachanari Post

City/Town

Coimbatore

State

Tamil Nadu

Pin Code

641021

Institution e-mail address

info@karpagam.com

Contact Nos.

+91 422 6453777, 6471113-5

Name of the Head of the Institution:

Dr. S. Sudalaimuthu

Tel. No. with STD Code:

0422 - 2980019

Mobile:

9442601377

Name of the IQAC Co-ordinator:

Dr. M. Palaniswamy

Mobile:

9894736777

IQAC e-mail address:

iqac@kahedu.edu.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TNUNGN11411

OR

1.4 NAAC Executive Committee No. & Date:

EC/71/A&A/16.1 dated Nov 16, 2015

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.kahedu.edu.in

Web-link of the AQAR:

www.kahedu.edu.in/IQAC/AQAR15-16.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.10	2015	5 years

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

11/01/2016

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

- i. AQAR _____ NA _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (<i>Specify</i>)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	3
2.3 No. of students	2
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	0
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	0
2.9 Total No. of members	15
2.10 No. of IQAC meetings held	1

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

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Quality Enhancement Programme on "Role of IQAC, Documentation requirements and Quality of publications"

2.14 Significant Activities and contributions made by IQAC

- The orientation sessions were conducted for the faculty members and periodical meetings / discussions with department representatives were also conducted to collect the data pertaining to various activities of the department / faculty.
- Faculty development programs for young faculty was organized
- Conducted a seminar to prepare teaching plan by the faculty
- Conducted two workshops for teachers on web based E-content preparation through HRDC
- Conducted academic and administrative audits to various academic and administrative departments
- Regular feedback about the teaching-learning process was obtained from the students and alumni and modifications were done accordingly
- By ensuring value based education classes for a minimum of 2 hours / week for all the programs
- Class committee meetings were conducted to ensure the smooth running of the academic programme
- Soft skill classes were conducted for the overall development of students
- Training program on curriculum development was organized
- Training programme on choice based credit system was organized
- FDP on skill development on global communicative English was organized

- Training program on Web tools and e-Content for digital learning was organized
- Workshop on Tally and ERP was conducted
- Training program on digital India concept was organized
- Training program on bank examination was organized
- Training program on E-taxation was organized

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Remedial class for slow learners	Pass percentage is improved
Soft skill developments classes for the II and III year students	Placement percentage is improved
Journal paper presentation by the PG students	Research knowledge of the students has been improved
Consultancy services	Research consultancy work has been carried out
Establishing a system for collection of data related to AQAR from the departments.	Established the system and collected the data
Review of academic audit process	Reviewed the audit process and submitted the report

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Program	Number of existing Programs	Number of programs added during the year	Number of self-financing programs	Number of value added / Career Oriented programs
PhD	28	0	28	0
PG	15	0	15	0
UG	25	7	32	0
PG Diploma	-	-	-	0
Advanced Diploma	-	-	-	0
Diploma	-	-	-	0
Certificate	-	-	-	0
M.Phil.	8	0	8	0
Total	76	7	83	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	47
Trimester	0
Annual	0

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

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

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

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

Programme	Major Changes	Minor Changes	Others
Faculty of Arts, Science and Humanities	1. In 6 UG Programmes, the total curriculum, syllabi and scheme of examinations are revised to suit CBCS. 2. In 1 UG Programme, 6 new courses were introduced and practical was added in 4 courses. 3. In 1 PG Programme, 3 core courses and 3 elective courses were newly added.	1. In 3 UG Programmes, minor topics were revised in 27 courses. 2. In 3 PG Programmes, latest topics were included in 7 courses and in 3 courses; topics were added based in industrial needs. 3. In 2 PG Programmes, minor topics were revised in 14 courses.	1. In 1 PG Programme, one text book each was changed in the reference of 2 courses.
ECE	-	In one UG course, topics on experiments added and in another course, minor change in the topics were made.	Two UG courses were renamed.
EEE	For both UG and PG Programmes, CBCS is implemented for the academic year 2016-'17	Topics were revised for 9 courses in UG and 3 courses in PG Programmes respectively.	A new reference book was added in one UG course
CSE	1. In UG Programme, 8 core, 6 elective and 2 lab courses were added. 2. In PG Programme, 2 core and 4 elective courses were added.	In UG Programme, topics were revised in 7 courses.	-
Mechanical	-	In one UG Programme, topics were revised in 8 courses.	-
Automobile	-	Topics were revised in 6 courses. In three Lab courses, minor changes were made in the experiments.	One course was renamed
Aerospace	-	Topics were revised in three courses.	-
Civil	-	Topics were revised in 18 courses	-
Biotechnology (B.Tech)	-	One core course and two value added courses were introduced in curriculum. A theory and one practical course have been combined as a single course.	One course was renamed.

Programme	Major Changes	Minor Changes	Others
Architecture	-	In UG Programme, topics were revised in 8 courses.	In UG Programme, one course was renamed and 2 courses moved to other semesters.
Pharmacy	-	Introduction of some practical courses in the curriculum were made and some topics were modified in three courses	-

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

Yes.

- Faculty of Pharmacy was newly created in our University based on the approval from Pharmacy Council of India (vide letter No 32-1199/2015-PCI/36924-26 dated 2-12-2015)in this academic year which offers Bachelor Degree in Pharmacy (B.Pharm).
- Centre for Academic Industrial Research (CAIR) was established in ECE Department to provide industrial training to ECE, EEE and CSE students.
- EEE Department established PLC Lab to impart training on industrial automation needs.
- CISCO Networking Academy has been created by CSE department in collabration with CISCO to create an awareness on networking.
- As per the UGC instructions to offer B.Voc. program our university newly introduced five three year B.Voc. programs from the academic year 2015-2016. i. Accident and emergency care technology; ii. Cardiac care technology; iii. Dialysis technology; iv. Operation technology and anaesthesia technology and v. Optometry technology.
- Two year M.Sc. Applied Astrology program was introduced

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	341	240	53	37	11

2.2 No. of permanent faculty with Ph.D.	108
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	62	0	7	0	12	0	3	0	84	0

2.4 No. of Guest and Visiting faculty and Temporary faculty	-	16	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars / Workshops	2	31	8
Presented papers	81	100	1
Resource Persons	2	1	-

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

Numerous innovative processes are adopted in the institution across all the departments. A few processes are cited below:

- Writing of every day news in the blackboards in all class rooms
- Enhanced usage of language laboratory in teaching and learning
- Need based institutional visits and field trips are also arranged
- Induction program on the opening day of the University, to orient the first year students about various facilities, availability of optional and elective courses for their choice and availability of various forums and clubs for their extracurricular activities
- Bridge course for I year UG and PG students for one week
- Special coaching for NET/ SLET exams

- Motivational program for the students for entrepreneurship
- Regular career counseling for placements in industries / institutions
- Guest lectures on current topics to expand the research knowledge of the students
- Plagiarism check for PhD / M.Phil thesis submission
- Conducting class committee meetings in classroom itself, so that there can be a direct interaction between the students and the department
- Meeting with the executive and CEO meet at regular intervals for MBA students
- Inclusion of more number of cases and application oriented activities in courses for MBA program
- Journal paper presentation by all PG students
- Use of MOODLE software to facilitate students to have 24 x 7 access to course materials, internal test and assignment question papers from anywhere inside the University's campus.
- Activity based learning/ Hands on training in Commerce, ECE, CSE, Civil and Automobile departments.
- Problem based learning in CSE and Architecture departments.
- Mind mapping in Bio-Chemistry and B. Tech (Biotechnology) departments.
- Models, cut sections and actual items for conceptual learning in Mechanical, Automobile and Mathematics departments

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

180

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

- University has initiated online MCQ in both internal and end semester examinations
- The End Semester Examination (ESE) question papers are audited by the teachers for their standard
- Declaration of results and conducting supplementary / arrear examination for the failed students
- Arrear examination for the failed students are conducted during the weekends of the semester
- Results are published within 15 days from the last day of the end semester examination

- Web based result publication is done
- Photocopies of answer scripts are given to students on request
- It is mandatory for the Ph.D. scholars to present the progress report of the research work in the annual doctoral committee meetings for review

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	80	222	28
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2.10 Average percentage of attendance of students	85.12
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction (%)	I (%)	II (%)	III (%)	Pass (%)
B. Sc. (Mathematics)	28	53.57	42.85	-	-	96.42
M. Sc. (Mathematics)	10	40.00	60.00	-	-	100
B. Sc. (Physics)	22	22.72	68.18	-	-	90.90
M. Sc. (Physics)	26	73.20	26.80	-	-	100.00
B. Sc. (Chemistry)	27	7.41	74.07	18.52	-	100.00
M. Sc. (Chemistry)	23	43.47	56.53	-	-	100.00
M. Sc. (Biochemistry)	04	100.00	-	-	-	100.00
B. Sc. (Biotech)	26	34.61	65.38	-	-	100.00
M. Sc. (Biotech)	9	77.77	22.22	-	-	100.00
B. Sc. (ECS)	35	11.42	62.87	25.71	-	100.00
B. Sc. (CS)	90	18.89	48.88	30.00	-	97.77
B. Sc. (IT)	53	30.00	70.00	-	-	100.00
M. Sc. (CS)	4	100.00	-	-	-	100.00
BCA	94	7.45	18.62	73.14	-	99.21
MCA	12	41.67	41.67	16.66	-	100.00
BBA	21	9.52	90.48	-	-	100.00
MBA	24	-	66.67	29.16	-	95.83
B.Com.	32	3.13	56.25	34.38	-	93.75
B.Com. (CA)	171	2.34	49.12	31.58	-	83.04

Title of the Programme	Total no. of students appeared	Division				
		Distinction (%)	I (%)	II (%)	III (%)	Pass (%)
M.Com.	14	28.57	64.29	7.14	-	100.00
BE (ECE)	79	3.79	68.35	6.32	-	78.48
BE (EEE)	36	2.77	69.44	13.80	-	86.01
B.E (CSE)	104	7.65	75.00	2.85	-	85.50
M.E (CSE)	14	78.50	21.50	-	-	100.00
B.E (Mechanical Engineering)	202	-	64.35	9.41	-	73.76
B.E (Automobile Engineering)	49	2.04	73.46	4.08	-	79.59
B.E(Aeronautical Engineering)	16	-	75.00	6.25	-	81.25
B.E (Civil Engineering)	106	2.83	70.75	-	-	73.58
B. Arch	37	-	78.57	9.52	-	88.09
M. Arch	11	18.18	63.63	18.18	-	100

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

- IQAC monitors the quality of Teaching and Learning processes through academic audit. The scope of the audit covers subject knowledge of the teacher, teaching methods, delivery, relevance of assignments, quality of internal assessment test question papers, evaluation of valued answer scripts and documentation including record keeping
- The audit reports are reviewed by IQAC and improvements are suggested. Periodic assessment on the regular updation of academic activities by the departments is carried out by IQAC
- IQAC is involved in facilitating academic audits - there is a list of activities to be undertaken by all the departments and corresponding documentation. For e.g., Record of students' feedback on teaching, minutes of Board of Studies meeting, attendance records, logbook containing, information on classroom transactions, minutes of class committee meetings, etc.
- The IQAC constantly monitors the teachings and learning process by student evaluation forms, monitoring of exam results. The IQAC plans and organizes soft skill development classes for the faculty and students. There is a conscious effort to cover, address the spirit behind the key assessment indicators of NAAC

- The feedback received from the students are utilized for helping the teaching faculty to know the outcome of their teaching methodology and make some modifications to achieve better in teaching
- Regular class committee meetings involving IQAC members, teaching faculty and student representatives to review academic programs, address the problems and initiate new approaches for improvement are held
- Curricular, co-curricular and extra-curricular activities are initiated based on the students' feedback
- IQAC also gets periodically involved in initiating discussions and decisions on procurement of library books, staff professional development programs, and procurement of common resources and lab materials
- The Vice Chancellor with the team of senior professors is continuously reviewing the teaching learning process of the departments. The IQAC monitors the academic activities of all the university departments

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	14
UGC – Faculty Improvement Programme	-
HRD programmes	129
Orientation programmes	22
Faculty exchange programme	-
Staff training conducted by the university	191
Staff training conducted by other institutions	26
Summer / Winter schools, Workshops, etc.	34
Others	60

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	107	0	0	0
Technical Staff	70	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC has organized a quality enhancement programme in the month of April 2016 to impart an orientation on “Journal Matrices and Author Citation Indices” by which faculty is encouraged to publish articles in the journals listed in the international data bases
- Faculty are encouraged to publish research papers in peer reviewed Journals with high impact factor, conference proceedings etc
- Students have been motivated to participate in the summer training programs or workshops by the reputed institutions
- Doctoral committee meetings are made mandatory for the PhD research scholars
- Three meetings were conducted for research promotion
- Every year during the month of December Karpagam University Research Congress is organized
- Applying for research funding to sponsoring agencies is encouraged
- Awareness program on patent filing was organized
- The staff and the students were informed about the various fellowships available and encouraged to apply for the same
- The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty for academic advancement
- Faculty members are given grant to attend the conference outside the university
- IQAC facilitated conduct of sessions on how to prepare research proposals and publish research articles through HRDC
- Faculty members are motivated for consultancy work
- UIIC cell was created
- Training program on use of SPSS software and research methodology is organized to the research scholars and faculty members
- Increase in number of researches and publications by the faculty / students
- Advanced computer training program for the Government Employees of Tamil Nadu was given

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	6	-	16
Outlay in Rs. Lakhs	3.0	243.622	-	458.23

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	7
Outlay in Rs. Lakhs	-	0.50	-	0.13

3.4 Details on research publications

	International	National	Others
Peer Review Journals	304	13	Nil
Non-Peer Review Journals	14	1	Nil
e-Journals	-	-	-
Conference proceedings	3	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	DST, CSIR, ERASMUS	243.62	34.42
Minor Projects	1	Karpagam University	0.5	0.2
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University / College	1	Karpagam University	0.5	0.5
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	11	2	2	-
Sponsoring agencies	-	KU	KU	KU	-

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

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency

From Management of University / College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	11
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	1
	Granted	1

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
3	1	1	-	1	-	-

3.18 No. of faculty from the Institution

Who are Ph. D. Guides and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Blood Donation Camps
- Environmental Awareness Program

- Linking of Aadhar card with Voters ID program is done with the Government of Tamil Nadu
- Awareness program on organ donation, energy savings etc
- Computer Education to school children
- Celebration of Women's Day
- Various NSS camp activities for the villages
- Commerce Exhibition of various products
- Preparation of self instructional course material for visually impaired students of 10th standard (Government of Tamil Nadu)
- Android mobile application development training program
- Awareness program on health and hygiene at Vellalore waste management plant workers
- Conducted "Disease control awareness programme "on Malaria and Dengue for a village people
- Providing support one of the Coimbatore Corporation's waste management plant in controlling fly and odour using herbal extracts. Also imparted a training programme on "environmental monitoring" for plant employees.
- Awareness program on "Clean Energy and Energy Conservation " to a school students.
- A General medical Camps in villages

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	26 acres	-	University	26 acres
Class rooms	139	1	University	140
Laboratories	96	4	University	100
Seminar Halls	11	0	University	11
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	58	2	University	60
Value of the equipment purchased during the year (Rs. in Lakhs)	210.15	4.53	University	214.68
Others	0.80	0	0	0.80

4.2 Computerization of administration and library

- The Library uses Bar-code Technology system for circulation of books (Issue / Return / Renewal)
- Internet access
- Wi-Fi connectivity
- Network printing facility
- Web OPAC
- Library is computerized. E-Library has 20 Machines with head phones and microphones

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	58792	1,56,25,779	3986	13,79,536	62778	1,70,05,315
Reference Books	7466	44,79,620	313	1,87,803	7779	46,67,423
e-Books	-	-	-	-	-	-
Journals	178	2,24,022	23	12,350	201	2,36,372
Digital Database	01	11,500	05	10,12,654	06 *	10,24,154
CD & Video	-	-	-	-	-	-
Others (specify)						
Book Bank Library	12465	36,28,556	2290	4,22,990	14755	40,51,546

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	1493	18	NKN & Airtel 45 Mbps	1	-	15	273	-
Added	-	-	-	-	-	-	-	-
Total	1493	18	-	1	-	15	273	-

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

- Training in use of SPSS software to all research scholars and faculty members
- Advanced training program for computer science students
- Skill Development workshop on E-content development
- Orientation program on office automation to all the faculty members
- Training program on Curriculum Development was conducted
- Training program on Choice Based Credit System (CBCS) was conducted
- FDP on skill development on global communicative English was conducted
- Training on Web tools and e-content for digital learning
- Internet access with 1 GB NKN connectivity and 45 Mbps Airtel network

4.6 Amount spent on maintenance in lakhs:

i) ICT	8.57
ii) Campus Infrastructure and facilities	57.41
iii) Equipments	1.25
iv) Others	1.20
Total:	68.43

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC ensures that for the first year students, as a part of Orientation Programme an awareness is created on the student support services rendered by the University. The following are communicated to the students:

- Medical centre in our university campus
- Grievances redressal cell for voicing the grievances of students and research scholars
- Fitness centre for physical fitness (a separate fitness center is also available for women)
- Ramps for differently-abled students
- Counseling for the women staff and the students
- Conducting coaching class for IAS / IPS / Civil service exams / state level competitive examinations
- Counseling and extra classes for the academic upgradation of the slow learners
- IQAC provides information on various student support services available at the university and other levels
- Industrial visits
- Technical training for placements
- Regular meetings with class counselors to provide information
- Regular class committee meetings
- Interaction with students to provide guidance for new opportunities e.g. employment, research fellowships, scholarships etc
- Establishment of career guidance cell
- Guidance to the students to participate in national level technical competitions
- Induction program for the first year UG students at the time of admission. The rules and regulations, curriculum, facilities available, etc., are given
- Hands on training program / workshops for increasing the research awareness among the students
- Wi-fi connection at all the buildings

5.2 Efforts made by the institution for tracking the progression

- Regular observation in both theory and practical classes by subject logbook methods
- Faculty involvement through counseling system
- Regular feedback from students and teaching faculty
- Regular meeting of heads of the departments at the office of the Vice-Chancellor or Dean of the faculty concerned
- Department level meetings with the members of faculty by the head of the department
- Meetings of the Co-ordinator, CBCS with the faculty members
- Tutorial system
- Feedback from students, alumni and parents
- Continuous monitoring of the progress of students, counseling, students representation in class committee, course committee etc
- The institution monitors and ensures the achievements of the learning outcome through analysis of the CIA tests, examination results and the pass percentage
- Faculty-advisor for every 20 students to monitor the academic and personal issues
- The result analysis is discussed in the class committee and the parents are informed of the arrear subjects of their wards
- Counseling by class advisors and counselors for students with poor academic record
- Strong support for remedial classes
- Continuous assessment is conducted for students for tracking their progression
- Placement cell with dedicated placement officer
- Subject logbook system to monitor the syllabus completion

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil.
4794	363	454	35

(b) No. of students outside the state

426

(c) No. of international students

20

Men	No.	%	Women	No.	%
	3691	65.37		1955	34.63

2014-2015						2015-2016					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1553	293	56	2647	3	4549	1167	375	15	4089	4	5646

Demand ratio: 1.07

Dropout %: 1.52

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

- Language skill development program
- Coaching classes for competitive Examinations (Civil services / UGC / NET / SET), personality improvement and soft skill course
- Soft skill training for career guidance
- Mock interview sessions handled by alumni, and placement faculty
- Provision major competitive exam oriented study material in the library
- Special coaching classes for CAT/MAT, NET and GATE. CMA Foundation course to enable Commerce students to take up CMA course.

5.5 No. of students qualified in these examinations

NET	1	SET/SLET	Nil	GATE	5	CAT	3
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	8

5.6 Details of student counselling and career guidance

In the Academic year 2015-2016, totally 39 group counselling have been conducted by which 2122 students were benefitted. Group counselling was focused on (i) Concentration in studies (ii) Motivational factors (iii) Personal behaviour (iv) Sexual harassment and (v) Gender sensitization.

Also 97 individuals were benefitted through individual need based counselling.

- Aptitude test / model test, group discussions were conducted for the benefit of the students. In the mock campus drives the students were given model question papers and solution and follow up coaching were taken up
- Invited talks were arranged for the students, faculty / placement officers by inviting experts from leading companies / organization and academicians from various departments for motivating students regarding their career

- The Career Counseling and placement cell liaisons with corporate organizations to provide suitable jobs
- Coaching students by the experts and trained teachers
- Regular updates on department notice boards for new opportunities / announcements / fellowships / scholarships etc
- In the tutorials the mentors gave counseling and career guidance to the mentees periodically
- Regular counseling for students
- Whenever an alumnus of repute visits the department, the department organizes a session for the alumni to interact with the current students on various avenues and opportunities for choosing their career
- Faculty members frequently provide guidance on best options based on student performance, interest, aptitude and merit
- Assignments and special coaching were provided to slow learners
- Career guidance and soft skill training was provided for I and II year UG students

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
29	1410	214	131

5.8 Details of gender sensitization programmes

- Women students were given counseling separately
- Anti-ragging committee was coordinated by the advisors, counselors. Grievance redressal committee was to handle gender related issues
- Women development cell conducted awareness program for all UG women students
- Professional counselor is appointed to conduct programs for women staff and girls students at regular intervals
- Value education is an integral part of our curriculum
- Gender sensitization program was conducted by the Police personnel for all UG women students

- Self defence training program was organized for all women students by our physical education staff
- Yoga class was for all students by our physical education department
- A committee by name “Prevention of women harassment committee” has been constituted to address the complaints of sexual harassment and violence against women.
- The committee organised 2 workshops on “Gender sensitization” covering 1618 students across the university.

5.9 Students Activities

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

State / University level National level International level

No. of students participated in cultural events

State / University level National level International level

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

Sports: State / University level National level International level

Cultural: State / University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	96	3,60,375
Financial support from government	160	11,31,550
Financial support from other sources	78	2,67,500
Number of students who received International / National recognitions	02	5,15,000

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

12

5.13 Major grievances of students (if any) redressed:

- Transport facility is to be enhanced for students, faculty and staff
- Additional hostel facilities are to be provided
- Improved Wi-fi connectivity in the camps

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The university shall instill originality in the learning minds, impart quality and value based education and engages in Research and Development with the noble objective of creating unique men and women to serve and lead the society.

Mission

- To motivate the students to acquire skills and develop creativity with an innovative attitude.
- To achieve perfection in entirety in every activity.
- To empower rural and disadvantaged section for the upliftment.
- To invent products useful to the society in the healthcare sector.
- To impart value based education in order to shape the student into a responsible citizen.

6.2 Does the Institution has a management Information System

- Publication of results, students attendance, students database and other data are captured and maintained with appropriate access, levels for students, faculty, management, administrative personnel, parents, and other stakeholders by using the automation software
- For teaching and learning University has information system for monitoring student's attendance and continuous internal assessment marks

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

6.3.1 Curriculum Development

- Faculty members are asked to maintain a subject logbook regarding the changes, needs to be made in the next curriculum revision based on their day-today experience with the course content and current issues.
- Journal paper presentation is mandatory for all PG program
- Soft skills training program for all UG students
- New elective courses are introduced

- Adherence to the guidelines from the regulatory bodies concerned on continual basis to implement CBCS for all the programmes offered
- Well defined Curriculum Development process involving all the stakeholders is being practised to enhance the value to the students

6.3.2 Teaching and Learning

- Detailed course plan in line with prescribed syllabus for every theory / practical classes ensures the smooth conduct of class
- Periodic class committee meetings: chairperson, faculty advisor, course teachers and two student representatives of the class meet and ensure transparency in curriculum delivery and evaluation pattern
- Objective assessment of faculty member through student feedback administered during the semester helps to improve the content delivery
- Continuous Internal Assessment system is followed
- Orientation program for the faculty members were also conducted for effective delivery
- Enhancing the quality of input to the teaching by referring text books by resourceful authors and NPTEL courses
- Enriching learning by visualization through demonstration of models, cut-sections and role plays
- Deployment of student centric methods like group discussions, hands on training and handling seminars for enhancement of learning capability

6.3.3 Examination and Evaluation

- Continuous Internal Assessment (CIA) through tests, assignments and seminar presentations
- On line multiple choice question pattern as a part of both internal and end semester examinations
- Central valuation method is followed
- Transparency in revaluation, re-totaling and the Xerox copy of the answer sheets system are followed as per the university norms
- Revaluation on request
- External review of the PG projects
- Results of the examination is declared in time (within 15 days)
- Monitoring the performance of the students by means of CIA tests, End Semester Exams

- Journal paper presentation by the PG students
- Conducting supplementary / arrear examination for the failed students
- Result publication through the automation software

6.3.4 Research and Development

- Entrance examination followed by the interview is conducted for M.Phil / PhD program
- Doctoral committee meetings are compulsory for PhD scholars
- Publication in reputed journal is mandatory for the submission of Ph.D. thesis
- The university has a research committee to monitor and address the issues related to research
- Faculty members are informed about the various fellowships available and they are encouraged to apply for the same
- Faculty members who do not have a doctoral degree are encouraged to register for PhD program. They are given fees concession.
- University provides fund to faculty members to participate and present their research work in conferences / workshops /symposia etc.
- Karpagam University Instrumentation facility is available for advanced research
- Faculty members are encouraged to apply for the projects and consultancy work
- MoU is signed with various institutions
- Yearly time line presentation by research scholars to monitor their progress.
- Annual Research Congress to enable research scholars to present their papers.
- Installation of the software (TURNITIN) for checking the Plagiarism to improve the standard of research articles.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library operations are mostly computerized especially circulation of books through OPAC
- University is subscribing offline and online journals / periodicals
- Library has bar-coded the document collections
- Common computer centre has established inside the library
- Computerisation of transactions (Issue and return of books) and providing information about issue and due dates (of books) through SMS.
- Encouraging teachers to develop their own blogs and other types of e-contents for their courses.

6.3.6 Human Resource Management

- Periodical counseling to the students
- In-charges have been given to the faculty for various functions to do the work effectively
- Need based workshops and training programs are conducted by the respective departments to give hands-on training to the teachers to make them familiar with the latest techniques

- The members of the faculty are encouraged to participate and present their papers in the national and international conferences
- Workshops / hands on training programs and seminars are organized for the faculty members through HRDC

6.3.7 Faculty and Staff recruitment

1. Online receipt of applications and short listing process for time and resource saving.

6.3.8 Industry Interaction / Collaboration

- MoU is signed with various institutions / industry for research / consultancy work
- Various academies such as CISCO, PLC lab etc has been created.
- Organizing seminars / workshops with industrial tie up
- Industrial visits / summer training projects at industry / institute
- Establishment of an exclusive University Industry Interaction Cell (UIIC) for Continuous interaction with industry
- Mutual collaboration for students' skill and entrepreneurial development and institutional support to industry

6.3.9 Admission of Students

- Participation in educational fairs and exhibitions within and outside Tamil Nadu.
- Fee concession for meritorious students.
- Fee concession to students under or Sports quota
- Extending “Branding “to school levels.

6.4 Welfare schemes for

Teaching	Group Insurance Scheme, Personal Accident Insurance, Free Health Check up, Free treatment at Karpagam Faculty of Medical Sciences and Research (KFMSR) hospital, Transport facility, Gratuity, Contributory Provident Fund and Funds for minor research projects,.
Non teaching	Group Insurance Scheme, Personal Accident Insurance, Free Health Check up, Free treatment at KFMSR Hospital, Transport facility, Gratuity and Contributory Provident Fund.
Students	Free Master health check up, Free treatment at KFMSR Hospital and Fee concession for UG,PG and Ph.D scholars. Personnel accident insurance – monetary benefit in case of death of the student or parents to the survivor and reimbursement of medical claim in case of accidents

6.5 Total corpus fund generated Rs. 5,00,01,001

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes / No	Agency	Yes / No	Authority
Academic	Yes	Academic Experts	Yes	HoDs
Administrative	Yes	Experts	Yes	HoDs

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Examination schedule is prepared well ahead by the CoE office
- The time table is displayed in the notice board
- Unique security features are included in the statement of mark sheet, provisional certificate and degree certificates printed in Government of India approved press
- Examination results published within 15 days time
- Supplementary examination is conducted for the final year students
- Arrear examinations are conducted during the weekends of the semester
- Based on the feedback obtained from the students, the question paper pattern is changed
- University has initiated online MCQ in both internal and end semester examinations

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni participation in curriculum development through interactions and feedback
- Alumni feedback also obtained to improve department activities
- Alumni provide training and placement assistance

- Alumni Association has organised 2 meetings in the academic year 2015-'16. In the meeting conducted on 24th April 2016, election to the Executive Committee has been conducted and Office bearers were elected. A panel discussion also was held and it was decided to improve the connectivity of alumni and enhance the effectiveness of the performance of the association. The alumni contributed a sum of Rs 34,25,943 to the University
- In the University's website, provision is given for the alumni to download the form that captures their profile. Alumni can fill up the form and forward through mail for updating in the database also, on every convocation day, invariably alumni meet is organized during which the progression details are collected and updated

6.12 Activities and support from the Parent - Teacher Association

- The meetings with the parents are conducted at the department level to know their expectations for improving the academic performance.

6.13 Development programmes for support staff

- Training on "Safety Aspects in a Laboratory" for Lab Assistants is organised.
- Training on Laboratory equipments, applications, usage and safety for non teaching staff was conducted.
- For non teaching technical staff, training on related theoretical topics and drafting were imparted.

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

- Gardening team with garden Superintendent is working on campus beautification
- Waste water treatment plants are there and water treated is used for gardening
- Regular environmental awareness camps
- Minimal use of printer and paper for office purpose
- Emphasis is given on energy efficient buildings while planning new infrastructural facilities
- It is focused to continually increase the landscaping. At present the landscaped area is 1,41,054 sq.ft which is about 12% of the total campus area.

Criterion – VII

7. Innovations and Best Practices

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

- The on line (Multiple Choice Questions) exam introduced in both model and end semester examinations are well received by the students. Students who take up competitive examinations express that on line exam is very much useful for them

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

S. No.	Plan	Action
1	Institution of new programs: B. Pharm. B. Voc., B. Sc. (Yoga), M. Sc. (Yoga), Diploma (Yoga)	B. Pharm. and B. Voc., programs were started
2	Creation of University Industry Interaction Cell (UIIC)	UIIC was established and it is functioning.

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

- Scrutiny of Research Paper for technical content and linguistic correctness.
- Assessment of Research Scholar's Progress through time line presentation and Karpagam University Annual Research Congress (KUARC).

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

7.4 Contribution to environmental awareness / protection

- Across the University, initiatives have been taken to contribute to environmental awareness. Some of them are given below:
- Submission of student's assignments as soft copies is encouraged.
- Awareness Programme on "Plastic free Environment" was conducted.
- Free emission check up for all the vehicles is organized for students and staff.

7.5 Whether environmental audit was conducted? Yes No

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

University is planning to rank the departments based on their academic performance based on NIRF Ranking Method.

8. Plans of institution for next year

- To offer new degree programme, B. Com in Business Processing Services (BPS) in association with Tata Consultancy Services (BPS Division) and B.Voc. program on Radiology and imaging technology; Physician assistant; Medical laboratory technology under the Faculty of Arts, Science and Humanities
- To offer three new B. Tech Programs, B. Tech (Chemical Engineering), B. Tech (Petroleum Engineering) and B. Tech (Bio-Medical Engineering) under Faculty of Engineering
- Each department to get at least one industry sponsored projects
- To organize an orientation program to non-teaching staff in drafting, reporting and record maintenance
- To organize regular interactive sessions for teaching staff on CBCS and IQAC with external experts.
- To have academic collaborations with at least five companies
- Celebrations on various national and international days
- Inclusion of yoga classes for all students
- Swatch Bharat

Name Dr. M. Palaniswamy

Signature of the Coordinator, IQAC

Dr. M. PALANISWAMY, PhD, FSAB
DEAN

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Name Dr. S. Sudalaimuthu

Signature of the Chairperson, IQAC

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Abbreviations

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

Analysis of feedback for the Academic Year 2015- 16.

The feedbacks from all stakeholders have been received on Curriculum, Teaching, Infrastructure and others. Both online and manual modes were deployed to receive the feedback. From students, the feedback has been received online twice in a semester. Additionally an exit feedback (manual) received from the final year students.

The feedback on Curriculum was considered during curriculum/syllabi revision. The feedback related to syllabi has been implemented. The feedback related to curriculum will be implemented in the academic year 2016- 2017.

The feedback related to teacher has been reviewed by the respective HoDs. The feedbacks that compliment the teachers have been shared with them individually and/or in the department meetings. The teachers scoring lower marks have been counseled or cautioned on case to case basis.

The feedback related to learning resources like “library books “have been implemented. Regarding infrastructure, the proposals were made to the Management based on the feedback received.

Other feedbacks related to amenities were dealt with suitably by the respective authorities.

First Best Practice

1. Title of the Practice

Scrutiny of Research Paper for technical content and linguistic correctness.

2. Objectives

The primary objective of the scrutiny process is to improve its quality by reviewing the research paper for originality, technical contents, and checking for linguistic errors.

3. The Context

Publishing the research paper in reputed journals is an index of the quality of research which is the ultimate output for any research work. The extent of efforts taken by the researcher will go unnoticed if adequate coverage of all the details, relevance of the contents to the work done, clarity and legibility are not covered in the publication.

The correct use of the language is another critical factor which exhibits the organization of the research paper with proper linguistic style. Thus scrutiny process occupies an important stage in the research paper submission process.

4. The Practice

After completion of the paper work, research scholar submits the draft paper to the research section. The research section sends one copy to the internal faculty who is competent on the particular domain for reviewing the technical content. Another copy is sent to English department for correcting the linguistic errors if any. The review comments are sent back to the research scholar for making necessary corrections before submitting it to the journals. This procedure is followed for all the research papers being published.

5. Evidence of Success

This process enabled research scholars to utilize knowledge of the experts available to improve the quality of research papers. It minimizes turnaround time from submission to acceptance of journal article and also increases the chances of acceptance.

6. Problem Encountered and Resources Required

Sometimes a few numbers of articles were submitted instantly to scrutiny committee, in turn it will be sent to same expert who is already overloaded with similar duties, may cause some delay in the process.

7. Concluding Notes

This process will certainly yield improvements over number of publications and their quality.

Second Best Practice

1. Title of the Practice

Assessment of Research Scholar's progress through timeline presentation and Karpagam University Annual Research Congress (KUARC)

2. Objectives

The objective of this assessment is to ensure that the research work is progressing as planned by reviewing the status at defined intervals over and above the regular doctoral committee meetings.

3. The Context

It is not practically possible to foresee all the problems that will hamper the progress of the research work without regular follow up. The outcome envisaged at each stage may not happen all the times. The timely availability of resources and their effective use play important roles in successful completion of the research work. Thus, regular review of the progress becomes an essential activity.

4. The Practice

Every year in the month of June/July a time line presentation is organized by the research section. The meeting is attended by the Research Director, HoDs and respective guides. The research scholar presents the status of his research and future plans to complete it with time line for each activity/stage. The observers will provide necessary feedback and suggestions.

In the month of December, an annual research congress KUARC is conducted in which research scholar is expected to present details of the work done. Research Director HoDs, external experts and respective guides attend the meeting. It is organized as a conference in which feedback, guidance and suggestions are given to the research scholar to carry out the research further.

5. Evidence of Success

It improves the scholars ability to present their research papers in public forums and motivates them to participate themselves in various International and National conferences with confidence.

6. Problem Encountered and Resources Required

The process of organizing and scheduling of research congress have some difficulties like, scholars may unable to turn on the date due to some reasons. So, it has been decided that at least scholar has to attend and present his/her work three times in such congress organized by the university.

7. Concluding Notes

This practice KUARC will certainly enhance research scholars to keep their time line of research and also the quality.