

GOVERNMENT FIRST GRADE COLLEGE, SHIKARIPURA

Internal Quality Assurance Cell

AQAR – 2015-16

PART – A

I. Details of the Institution

1.1 Name of the Institution

Government First Grade College, Shikaripura

1.2 Address Line 1

Savalanga Road,

Address Line 2

City/Town

SHIKARIPURA

State

KARNATAKA

Pin Code

577 427

Institution e-mail address

gfgc_skp@yahoo.in

Contact Nos.

9449401159

Name of the Head of the Institution:

Dr. G.R. Hegde

Tel. No. with STD Code:

08187 222217

Mobile:

9449401159

Name of the IQAC Co-ordinator: Dr. H.K. Manjunatha Reddy

Mobile: 94488 23002

IQAC e-mail address: manjunathareddy_hk@yahoo.co.in

1.3 NAAC Track ID (For ex. MHC0GN 18879) KAC0GN117736

1.4 NAAC Executive Committee No. & Date: EC (SC)/04/RAR/10 Dated 10-12-2014

(For Example EC/32/A&A/143 dated 3-5-2004)

1.5 Website address: gfgc-shikaripura.ac.in

Web-link of the AQAR: www.gfgc-shikaripura.ac.in

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	---	2004	Dec-2009
2	2 nd Cycle	B	2.33	2014	Sept-2019

1.7 Date of Establishment of IQAC : DD/MM/YYYY 25-08-2007

1.8 AQAR for the year 2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

i) AQAR of 2014-15 Submitted to the college on 12/08/2015

* Due to technical reasons the reports submitted to NAAC on 25-09-2018

1.10 Institutional Status

University State

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Kuvempu University

1.13 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	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (<i>Specify</i>)	<input type="text" value="NO"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="03"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="07"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="NO"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="NO"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="NO"/>
2.9 Total No. of members	<input type="text" value="15"/>

2.10 No. of IQAC meetings held	<input type="text" value="11"/>		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="05"/>	Faculty <input type="text" value="05"/>
Non-Teaching Staff	<input type="text" value="01"/>	Students	<input type="text" value="01"/>
		Alumni	<input type="text" value="00"/>
		Others	<input type="text" value="00"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Orientation to I year degree students.
- Motivated and facilitated the staff to organize special lectures to the students as related to their curriculum.
- Assistance was provided to staff to submit MRP reports as well as proposals.
- API proposals of 10 Assistant Professors were scrutinized; Approval committee meeting was held and got the proposals approved.
- Assisted Principal in establishing Virtual Class facilities and access to students.
- Assisted Principal in timely utilization various grants released to the college.

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	Outcome
<ul style="list-style-type: none"> ➤ To conduct training programs to staff and students to familiarize the in digitalization process in academic and public sectors. ➤ To arrange Spoken English, Communication Skills and interview skills to students. ➤ To organize career guidance activities. ➤ Coaching for competitive examinations. ➤ To increase placement opportunities. ➤ To organize programs relating to overall development of students. 	<ul style="list-style-type: none"> ➤ Conducted IQAC sponsored Spoken English, Communication Skills and interview skills to students in collaboration with English Department of our College. ➤ Organized career guidance to students through B.Com & B.B.M. and Political Science Department of our College. ➤ Provided information and facilitated relating to various campus interview programs by placement cell.

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* Attach the Academic Calendar of the year as Annexure. (Annexure - 1)

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

Provide the details of the action taken

TEACHERS:

- Based on the teacher's feedback obtained by students (class/section wise), explanations were called from those teachers whose performance was less than 50% of the weightage allotted to that criteria and assurance was obtained from them to improve their performance.

RESULTS:

- Based on the university examination results, explanation was called from the departments where students passing percentage was below 75% in their subjects.
- Motivated the teachers to prepare strategy to improve the results.

COMMITTEES:

- Based on the annual reports submitted by the committee coordinators, principal has appreciated and encouraged those committees whose performance was good and excellent.
- Reasons were obtained from those committees with poor performance and insisted them to prepare the strategy for proper implementation.

DEPARTMENTS:

- Those departments which were lagging in conducting special lectures and student seminars were informed to take initiations.
- Informed the departments to organize at least on extension activity per year.

FEEDBACK FROM OTHER STAKE HOLDERS:

- Based on the short comings found in the feedback, the concerned staff was informed to fulfil/rectify the problems.
- The problem was also raised in CDC meeting and sought their help, coordination and suggestions in improving the infrastructure facilities.

ADMINISTRATION & FACILITIES:

Based on the feedback obtained by students, parents and localities relating to facilities in the college to the students, administrative support and overall performance of the college, the weak areas were given stress and the concerned authorities/persons were informed to provide/facilitate the same.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	NIL	NIL	NIL	NIL
PG	02	NIL	NIL	NIL
UG	07	NIL	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	09	NIL	NIL	NIL

Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	NA
Trimester	NA
Annual	NA

1.3 Feedback from stakeholders* Alumni



Parents



Employers



Students



(On all aspects)



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

(Enclosed Annexure-2)

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

Revision of syllabus is done through University BOS Committee constituted by University authorities 03 years once.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
25	15	10	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

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
16	02	10	nil	nil	nil	nil	nil	26	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	18	15
Presented papers	02	09	06

Resource Persons	-	02	04
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2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of ICT in teaching and learning process.
- Seminars by students.
- Field work, industrial trips, assignments to students.
- Special Lectures by experts.

2.7 Total No. of actual teaching days during this academic year 192 days

2.8 Examination/ Evaluation Reforms initiated by the Institution NA

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

BOS-04	NIL	NIL
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2.10 Average percentage of attendance of students 79 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
III B.A.	190	24.84	26.75	25.47	22.92	82.63
III B.Com	123	41.5	41.5	10.37	6.6	86.17
III BBM	30	58.84	34.6	11.53	00	86.66

III B.S.W.	15	7.1	50.0	14.28	28.57	93.33
III B.Sc.	72	44.23	46.13	5.7	3.84	72.22
III B.C.A.	15	53.84	23.07	23.07	00	86.66
MA. (Kannada)	40	62.5	37.5	-	-	100
M.A.(Economics)	45	22.22	71.11	6.6	-	100

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

- Insisted the departments to prepare the action plan of the academic year in the prescribed format prepared by IQAC.
- Insisted Convenors / Coordinates of different committees / units to prepare their action plan of the academic year in the prescribed format prepared by IQAC.
- Each department / committee was informed to conduct at least one extension activity in an academic year and assured the financial assistance for the same.
- Guidance was provided for activities of committees and departments - by IQAC
- Month wise academic audit format was provided to the Principal.
- Department wise activities such as seminars/special lectures/workshops/extension activities etc)are audited and monitored by the IQAC faculty member.
- All Committee/Unit activities are audited and monitored by one the Senior IQAC faculty member every month.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	02
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	NIL

Others	NIL
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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	04 + 02 (Deputation)	12	NIL	06(CDC)
Technical Staff	NIL	01	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

- ✓ Updated the information to the staff about Ph.D. programmes, Short term courses, Minor / Major Research projects, refresher / orientation course obtained through UGC website, university website etc.,
- ✓ Helped the staff in submission of proposals of the same.
- ✓ Assisted and helped the staff in preparation and submission of research articles for publication in journals, proceedings or conferences.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	03	NIL	01
Outlay in Rs. Lakhs	3.15 lakhs	4.2 lakhs	-	0.95 lakhs

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	02	-
Non-Peer Review Journals	-	01	-
e-Journals	-	-	-
Conference proceedings	02	03	02

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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
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

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	-	01	01	-	-
Sponsoring agencies	-	Self funded and IQAC coordination	IQAC	-	-

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	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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
NIL	--	--	--	--	--	--

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
International level National 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

- Interaction program with transgender.
- Training program in Hunasekatte village on 'Rural Health and Hygiene.
- Adopted government school. Durgigudi, Shivamogga for one year by Dr. Sekhara under the scheme of 'Jnana-Dhaana' through samanvaya Seva Samste.

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	8.01 Acres	NIL	-	8.01 Acres
Class rooms	31	NIL		31
Laboratories	04	NIL		04
Seminar Halls	02	NIL		02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	03 laptops and 5 projectors	31-Laptops and 25-Projectors (ICT)	RUSA	58 lakhs
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Lab equipments	State Govt.	2.0 lakhs
Others (i) Furniture (UGC) (ii) Furniture (State Govt) (iii) Books	-	Lab tables Steel almirahs Science books		3.0 lakhs 1.0 lakhs 1.0 lakhs

4.2 Computerization of administration and library

Library is Computerized: 1. Bar Coding 2. OPAC 3. Acquisition and Circulation
Administration : Admission and Accounting process in office is being computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31862	5014582	4122	862853	35984	5877435
Reference Books	1291	477785	1028	346091	2319	823877
e-Books (INFLIBNET)	97000+	5000	-	-	97000+	5000
Journals	736	46597	108	8940	844	55537
e-Journals (INFLIBNET)	6000+	5000	-	-	6000+	5000
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Project Reports: BBM	258	-	-	-	258	-
BSW	0	-	08	-	08	-
MA	46	-	30	-	76	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	Desk top-68 Laptops-03	01 BCA lab- 32	BCA – 12 Dept. - 08 Office-04	NRC-08	Virtual class- 12	04	08	LCD Projectors-11 CC camera-13
Added	Laptops-31 (RUSA)	-	-	-	-	-	31 laptops	LCD Projectors-25 (RUSA) 25-Smart Class Rooms
Total	102	32	24 Systems	08 Systems	12 Systems	04	39	

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

- Virtual Class Room is setup with 12 systems.
- Materials relating to establishment of ICT class rooms is procured through UGC grants.
- EDUSAT facilities are provided to students and teachers.
- Basic computer training is provided to the interested students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs. 22,840-00
ii) Campus Infrastructure and facilities	Rs.2,25,324-00
iii) Equipments	Rs. 1550-00
iv) Others (Electric Current Bill)	Rs. 48595-00
Total :	Rs.2,98,309-00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation program was organized to I year degree students.
- Financial assistance to sports department to organize University level competitions.
- Conducted Communication Skills and Spoken English.
- Conducted basic computer training to needy students.
- Financial assistance to departments and committees to organize academic Special lectures and extension activities.
- API details of 10 lecturers was scrutinized and got approved .

5.2 Efforts made by the institution for tracking the progression

- Monthly Audit of Committees and Departments to check the progress in implementing the activities as scheduled in their action plan.
- Semester wise results are obtained and the shortcomings are highlighted and remedies are suggested.
- Internal Assessment marks are recorded in students profile and proper guidance and suggestions are provided for improvement.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1362	44	10	NIL

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

UG Admission Details

Men	No	%	Women	No	%
	583	42.8		779	57.19

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
76	341	82	948	02	1447	96	319	74	873	02	1362

Demand ratio - 1:3

Dropout % - 2%

PG Admission Details

Men	No	%	Women	No	%
	33	45%		41	55%

Last Year (M.A.)						This Year (M.A.)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
03(Kan)	08	02	16	01	29	00(Kan)	2	3	14	00	19
00(Eco)	10	01	38	00	49	00(Eco)	11	00	44	00	55

Demand ratio 1:2 Dropout % - 3%

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

- ❖ State Level workshop on Personality Development for B.A. and B.S.W students.
- ❖ College level two day workshop on Personality Development for B.S.W B.A. Sociology students.

No. of students beneficiaries 250

5.5 No. of students qualified in these examinations

NET NIL SET/SLET NIL GATE NA CAT NA
 IAS/IPS etc NIL State PSC NIL UPSC NIL Others -

5.6 Details of student counselling and career guidance

- Based on the recommendations made by the class teachers and/or the observations made by staff members, the students are subjected for counselling through the students counselling cell constituted with teachers who have under gone training at NIHMANS, Bengaluru.
- Career guidance is provided for Final B.Com and BBM students through Commerce department.
- Placement cell has organized career guidance program for final year degree students.

No. of students benefitted 320

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
BPO	10	02	06

5.8 Details of gender sensitization programmes

- Empowerment of Weaker Sections: Challenges and Remedies- By Sociology, BSW & Economics.
- Women Redressal cell has organized special lecture program on ' Women Empowerment ' for the girls.

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/ Uni. level National level International level

5.10 Scholarships and Financial Support:

	Number of students	Amount (Rs.)
Financial support from institution	15	7,500-00
Financial support from government	1305	50,95,308-00
Financial support from other sources	45	1,68,100-00
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p><u>VISION</u></p> <p>To train the students to cope with the changing trends in global Skills, technology and opportunities and simultaneously to maintain the culture of this land.</p> <p><u>MISSION</u></p> <p>Providing basic needs, facilities and to facilitate the students to achieve their goals through a thoroughly designed action plan along with the curriculum aspects.</p>
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6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

- | |
|--|
| <ul style="list-style-type: none">• University BOS Committee (Subject wise) which includes the faculty from Colleges will revise the curriculum once in three years.• 05 faculty members of our college are involved in Kuvempu University BOS committee and other Autonomous Colleges in this academic year.• College conducts the seminars and workshops to familiarize the new / recent topics incorporated in the revised curriculum for both students and teaching faculty. |
|--|

6.3.2 Teaching and Learning

The Staff is insisted to adopt the following strategy in their teaching plan.

- 50-60 % --- Formal Teaching Method
- 15-20 % --- Use of modern Teaching Aids
- 10-15 % --- Special Lectures by Experts.
- 10-15 % --- Students activities Seminars/Assignments /exhibitions / Educational Trips/Projects).

6.3.3 Examination and Evaluation

- Internal Assessment Tests are conducted thrice in each semester.
- Monthly tests / unit tests are also conducted.
- The performance of the student through the above tests are analysed and the suggestions are provided to improve their presentation in the University Exams.
- Semester examinations are conducted by University.
- Centralized university level coded evaluation is adopted.

6.3.4 Research and Development

- 06- faculty members have been registered for Ph.D. work.
- 07-faculty are qualified with Ph.D. Degree.
- 03 faculty members have completed the Minor Research Project work.
- 02 - Ongoing Minor Research Project work.
- 04 faculty members have published research articles in International/National conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- INFLIBNET facility in Library through Network Resource Centre.
- Virtual Class room facility is provided with 12 systems.
- ICT enabled class rooms are established through RUSA grants.
- Separate and spacious library building.
- One small and one big auditoriums.
- EDUSAT room.
- Interactive Board facility.
- Ladies waiting room.
- Internet facilities to Library, Laboratories, Office and Staff.

6.3.6 Human Resource Management

- Staff secretary conducts meeting to discuss the grievances/suggestions from staff.
- Principal conducts teaching and nonteaching staff meetings at the end of every month.
- IQAC conducts Department wise and Committee wise meetings to scrutinize their action plans and provides suggestions/guidance for effective implementation.

6.3.7 Faculty and Staff recruitment

- Permanent faculty recruitment is done by Government.
- Recruitment made by College Development Council (CDC):
 - 01-Computer Operator
 - 04-Peons/Attenders
 - 01-Night Watchman
 - 01-Scavanger

6.3.8 Industry Interaction / Collaboration

NO

6.3.9 Admission of Students

- Online Admission process is done through DCE website of State Government.
- Details of courses and facilities of the college are uploaded in college website.
- Helpdesks were arranged to facilitate the students/parents during admission.
- College Prospect is issued along with the other details.
- Admission Committee is formed for records verification and guidance.
- Eligible students are not denied from getting admitted.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ➤ Felicitation to achievers. ➤ Welcoming the new staff through staff meeting by Principal. ➤ Farewell to those staff when transferred or retired by staff council. ➤ Staff family trips are arranged by staff secretary.
Non teaching	<ul style="list-style-type: none"> ➤ Felicitation to promotes / achievers. ➤ Welcoming the new staff through staff meeting by Principal. ➤ Farewell to those staff when transferred or retired by staff council. ➤ Staff family trips are arranged by staff secretary.

Students	<ul style="list-style-type: none"> ➤ Orientation program to I year degree students. ➤ Ramp facility to Special Abled students. ➤ Health Check up Camps. ➤ Blood group check up camp. ➤ Felicitation and Encouragement to outstanding students in curricular and co curricular activities. ➤ Job training programs. ➤ Women counselling and redressal cell. ➤ Personality development of students through NSS, NCC, Rovers & Rangers
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6.5 Total corpus fund generated

Rs. 6,80,500-00

6.6 Whether annual financial audit has been done

Yes No

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

YES

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Principal & IQAC
Administrative	No	-	No	-

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?

- Online exam applications.
 - Online hall tickets.
 - Online results.
 - Online old questions papers.

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

NIL

6.11 Activities and support from the Alumni Association

Moral and financial support is provided for outstanding performance of students in sports, curricular and co curricular

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

- 02 staff members have undergone computer training program.

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

- Declared Plastic Free campus.
- Planting of samplings to increase the greenery.
- Maintenance of dustbins.
- Maintenance of gardens.
- Maintenance of Rain Water Harvesting unit.

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.

- 04- National Seminars and 01- State Seminar was organized.
- Student's seminar and project.
- Use of ICT facilities in Teaching and Learning.
- Social responsible activities are conducted.
- Spoken English classes and Communication Skill classes to students.
- Off campus and campus selections facilities to students.
- Department wise activities.
- Arrangement of Special lectures.
- Personality development of students through active functioning of NSS, NCC, Sports, Cultural, Rovers & Rangers units.
- Internet Browsing Centre in library (Network Resource Centre).
- Virtual Class Room facility.

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

- Based on the feedback obtained, few staff members were listed for the average performance in regularity, method of teaching, interaction in class and availability after class hours.
- ✓ Principal has insisted such staff members to be available to the students in the college hours and to maintain regularity in their work.

- Based on the performance of the students in University results, the departments/subjects which have got their semester results below distinction is listed.
Results: B.C.A. I year 59.25%
B.C.A. II year 65.00%
B.Sc. (Physics) I year 67.85%
B.Sc. (Maths) I & II year < 75.00 %
B.S.W. I & II < 50.00%
B.A. I year (History)63.4%
- ✓ HODs and the concerned staff members were informed to give the reasons for the poor performance of the students and remedies for the same.

- The committees that have not updated their reports to the IQAC were listed and provided to the principal for further action.
(Remedial Coaching Cell, Red Cross, Students Counselling Cell, Innovative club).
- ✓ Explanation from the committees convenors was called and instruction were given for proper implementation in the forth coming year.

- The department that have failed to organize special lectures were listed.
(History, Chemistry, Physics, Mathematics).
- ✓ Reasons were obtained and insisted them involve more in such activities to benefit the students.

- In the monthly audit of curricular and co curricular activities of the college, by Principal and IQAC Committee the concerned HOD's / Committee convenors were orally informed to speed up the process and conduct the activities more effectively.

- Feedback report of the college facilities and administrative staff was analysed and the following were the short comings:
 - To provide drinking water facility to the newly constructed building.
 - Repair and maintenance of boys toilet.
 - To provide separate space for girls in the college canteen.
- ✓ Insisted Students Welfare Officer and the Office to make use of the CDF and CDC funds for providing basic facilities to the students before the beginning of the next semester.

7.3 Give two Best Practices of the institution

details in annexure (annexure - 3)

7.4 Contribution to environmental awareness / protection

- Jatha / procession carried out by students and teachers on environmental day celebration NSS, NCC, Rovers and Rangers.
- Participation of NSS volunteers in state level environmental day activities.
- Maintaining the campus greenery by planting the saplings.
- Special lectures by experts in NSS /NCC camps to protect the environment.

7.5 Whether environmental audit was conducted?

Yes

No

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

- Students strength from rural areas is greater than urban area.
- Women to Men strength is 1.4 : 1 ratio.
- Total college strength is sustained.
- Urdu special lecture rolling medal is won for the first time.
- Outstanding performance of students in sports/cultural activities.
 - 02 students are selected to National Level for Karnataka Softball Team from Students Olympic Association and won Gold Medal.
 - 01 Student got Kuvempu University Sports Scholarship for wrestling.
 - Organized University Level Intercollegiate Wrestling Competition.
- Mr. Akshay Chitragar Jagadeesh, I year B.C.A. student won
 - First place in spot clay modelling at University level competition.
 - First Place in 31st South Zone Inter University Youth Festival (Clay Modelling).
 - Third Place in 31st National Youth Fest (Clay Modelling).
- Students Secured 1st place in 'Dollu Kunita', a folk event organized by Nehru Yuva Kendra, Shivamogga.
- NCC wing in the college for both men and women.
- Rank list :
 1. Kum. Sowbhagya secured 6th rank in M.A. (Kannada).
 2. Kum Veena B secured 4th rank in B.S.W course.

8. Plans of institution for next year

- Optimum utilization of ICT facilities provided by RUSA funds at the end of the previous year.
- More personality development and career guidance activities to the needy students.
- Basic Computer training to students at need..
- To develop strategy for more participation of alumni, parents and public in improving the college facilities.
- Preparation Documentary relating to history and historical monuments of Shikaripura.
- To encourage the staff to carry out Major Research Projects.

Name: Dr. H.K. Manjunatha Reddy

Name: Dr. G.R. Hegde

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANNEXURE-1

2.15 IQAC Academic Calendar

I TERM	
Schedules	Particulars of Activity
1 st Week	<ul style="list-style-type: none"> • IQAC Committee formation. • Preparation of formats for obtaining action plans of various departments and committees.
2 nd Week	<ul style="list-style-type: none"> • IQAC faculty meeting to constitute complete IQAC Committee i.e., selection of student, alumni, industrialist and CDC representatives.
3 rd Week	<ul style="list-style-type: none"> • Collection of Action Plans of departments and committees. • Formation of committee to monitor the action plan implementation.
4 th Week	<p>Meeting to constitute IQAC sub committees for consolidation of information of :</p> <ul style="list-style-type: none"> • previous year result. • Students' admission details. • To obtain feedback from stake holders and students. • Distribution and generation of funds for IQAC activities. • Listing the students grievances and demands obtained through IQAC students representatives and class representatives. • Listing of programs to be organized by the IQAC. • Listing the demands from the student representatives of IQAC committee. <p>Preparation of IAQC action plan for the implementation of the chalked out program for the academic year.</p>
Month end (working days)	<ul style="list-style-type: none"> • Scrutiny of activities of the implemented by the departments and committees as per their action plans prepared by the IQAC senior faculty. • Monthly Report preparation for speeding up of the activities.
End of 1 st term	<ul style="list-style-type: none"> • Consolidation of the information obtained by various subcommittees and , report preparation and documentation. • Half yearly meeting to discuss the progress and finding the solutions/remedies for effective implementation.
II TERM	
Month end (working days)	<ul style="list-style-type: none"> • Scrutiny of activities of the implemented by the departments and committees as per their action plans prepared by the IQAC senior faculty. • Monthly Report preparation.
Last month of 2 nd term	<ul style="list-style-type: none"> • Consolidation of the information about the activities of various departments, committees, office., scholarships, grants received, ICT facilities, infrastructure facilities etc., • Feedback from students about teachers and facilities of college. • Submission of IQAC report to Principal for further action. • Preparation of AQAR of the college.

ANNEXURE-2

1.3 Analysis of feedback from stakeholders

Following feedbacks are being obtained through IQAC.

- Feedback of teaching faculty (Class wise):
 - Feedback of both permanent and guest faculty is obtained from students in the prescribed format provided by Department of Collegiate Education. From each class, 10-15 samples are obtained for each permanent faculty and 5-8 samples are obtained for each guest faculty. Head of the Department collects these samples from students, consolidates and presents the report of the same along with feedback forms to IQAC coordinator.
 - Similarly Feedback of HOD's is obtained by IQAC.
 - And Feedback of IQAC teaching faculty is obtained by Principal.

- Feedback of college facilities from students (Class wise):

Feedback about facilities provided to students and administrative support to them is obtained in the prescribed format provided by Department of Collegiate Education. 10-15 samples from each class/sec is obtained by concerned class teacher and the filled in feedback back forms along with report is submitted to IQAC Coordinator.

- Feedback of college facilities from Parents(Class wise):

10-15 samples are obtained through students from each class, about facilities provided to students in the prescribed format prepared by the IQAC of the college. These feedback samples are collected by class teacher and are handed over to IQAC Coordinator.

- Feedback about opinion of college from Pubic: 50-60 samples of feedback relating to overall performance of the college is obtained from business men, industrialists, and other public of the city, through the feedback form, prepared by IQAC of the college.

IQAC Report Preparation

- ✓ List of those teachers whose performance (in particular item) in feedback is less than 50% is listed and is brought to the notice of the Principal for further action.

- ✓ The quarries obtained from parents relating to college facilities are highlighted and is brought to the notice of the Principal for further action.

- ✓ The overall opinion of the college relating to each item is consolidated and the same is listed and is brought to the notice of the Principal for further action.

ANNEXURE-3

7.3 Give two Best Practices of the institution

(please see the format in the NAAC Self-study Manuals)