ANNUAL QUALITY ASSURANCE REPORT

Name of the Institution   **:** Sir M V Govt Arts and Commerce college

Year of Report   **:** 2013-14

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

| Sir M V Govt Arts and Commerce |

1.2 Address Line 1

| New town |

Address Line 2

| V I S L road |

City/Town

| Bhadravathi |

State

| Karnataka |

Pin Code

| 577301 |

Institution e-mail address

| Sirmvgacc2012@gmail.com |

Contact Nos.

| 08282-271826 |

Name of the Head of the Institution:

| Prof. Mohan kumar |

Tel. No. with STD Code:

| 08282271826 |

Mobile:

| 9449580315 |

Name of the IQAC Co-ordinator:

| Dr. M G UMASHANKAR |

Mobile:

| +919901065353 |

IQAC e-mail address:

| |

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) KACOGN10118

1.4 Website address:

| |

Web-link of the AQAR:

| |

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	3 Star	C++	2003	05 years
2	2nd Cycle	Grade B	2.23	2010	05 years
3	3rd Cycle				

1.6 Date of Establishment of IQAC:

SPT 2008

1.7 AQAR for the year *(for example 2010-11)*

2013-14

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC *((for example AQAR 2010-11submitted to NAAC on 22-02-2017)*

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

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

Type of Institution   Co-education ☑ Men ☐ Women ☐

Urban ☑ Rural ☐ Tribal ☐

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

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

1.10 Type of Faculty/Programme

Arts ☑ Science ☐ Commerce ☑ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☑

1.11 Name of the Affiliating University *(for the Colleges)* Kuvempu University

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

Autonomy by State/Central Govt. / University			
University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers   `08`

2.2 No. of Administrative/Technical staff   `01`

2.3 No. of students   `01`

2.4 No. of Management representatives   `01`

2.5 No. of Alumni   `01`

2. 6 No. of any other stakeholder and community representatives   `01`

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members   `13`

2.10 No. of IQAC meetings held   `03`

2.11 No. of meetings with various stakeholders: No. `01`   Faculty `02`

       Non-Teaching Staff Students `01`   Alumni `01`   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. | 12 |　International | -- |　National | -- |

State | 04 |　University Level | 08 |

2.14 Significant Activities and contributions made by IQAC

> The following activities were the significant activities conducted by IQAC:
>
> - ✓ A detailed Academic plan for 2013-14 was chalked out.
> - ✓ Committees and Cells were constituted and new members included.
> - ✓ 2 faculty member are working as Research Guide.4 research students are working under their guidance.
> - ✓ 06 research papers were published in peer reviewed/ non peer reviewed journals /e-journals.
> - ✓ 11 faculties contributed their expertise as Resource person, BOS members and Chair Persons.
> - ✓ Blood Donation Camps, AIDS Awareness, pals polio, Health Awareness Programs were conducted through NSS, NCC,
> - ✓ Students were deputed to participate in seminars/conferences organized by other institutions.

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
1. To constitute cells and committees to organize curricular, co-curricular extension and outreach programmes Infrastructure Development	1. In the first council meeting the principal constituted various committees for the smooth functioning of the institution.
2. To organize seminars, workshops, special lectures to compliment class room teaching and learning	2. seminars were organised
	3. Communicative and soft skills training programme were conducted for all Post Graduate students
3. To encourage faculty members to undertake research projects	
4. To conduct various extension activities to instil the values of social responsibilities among students	4. a. Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi Mahaveera jayanthi were celebrated.
	5. Blood donation camp and helth check up camp.
5. To organise communicative and soft skills training programme to the students	6. The extra curricular activates of the English department resumed in right earnest with the special classes in spoken English.
6. Conducted the state level seminar /work shop and symposium .	7. The department of kannada organised seminar on memory of G.S Shivarudrappa
	The students of sociology visit to jail and old age home .and remand home to see the problems juvenile delinquency and convicts background .

* 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

> ✓ In the first council meeting the principal constituted various committees for the smooth functioning of the institution.
> ✓ seminars were organised
> ✓ One Minor Research Projects worth Rs. 80,000 were sanctioned by the UGC.
> ✓ Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi Mahaveera jayanthi was celebrated.
> ✓ Communicative and soft skills training programme were conducted for all Post Graduate students and degree students .
> ✓ The nss unit organised 7-Days Village Camp in Balemaranahally

Part – B

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
PhD	--	--	--	--
PG	02	--	--	--
UG	03	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	05	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

UG: Semester

PG: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Yes
Trimester	
Annual	

1.3 Feedback from stakeholders*   Alumni   √   Parents   √

Employers   ☐   Students   √

(On all aspects)

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

Please provide an analysis of the feedback in the Annexure

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

> ✓ Syllabi is regularly updated by Kuvempu University keeping in mind the growing demands of contemporary society
>
> ✓ Studying Indian Constitution and Environmental Science were made compulsory.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	18	13		

2.2 No. of permanent faculty with Ph.D   07

Asst. Professors	Associate Professors	Professors	Others	Total

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

R	V	R	V	R	V	R	V	R	V
-	05	-	-	-	-	-	-	-	05

2.4 No. of Guest and Visiting faculty and Temporary faculty | 35 | | -- | | -- |

2.5 Faculty participation in conferences and symposia/work shops :

No. of Faculty	International level	National level	State level	Others
Attended	01	19	08	00
Presented papers	01	20	00	03
Resource Persons	--	03	01	11

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

✓ The faculty members, along with chalk and talk method of teaching, adopted modern interactive method of teaching.
✓ Assignments, Projects, Class Seminars, Internship, Practical Exams, paper presentation, Open Forum Debates, Wall magazine for creative expressions were promoted.

2.7 Total No. of actual teaching days during this academic year | 197 |

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

✓ Central evaluation
✓ Bar coding of scripts,
✓ Xeroxing of valued scripts,
✓ Challenge valuation, Revaluation and Re-totalling facility
✓ Quick announcements of results (within 3 days after valuation)

2.9 No. of faculty members involved in curriculum
Restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop | 02 | 00 | 01 |

2.10 Average percentage of attendance of students | 78 |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction%	I%	II%	III%	PASS
BA	111	32.29	50.00	11.46	6.25	86.48
BCOM	144	35.94	28.91	26.56	8.59	88.88
BBM	42	75.00	20.00	05	--	95.23
MA(KAN)	12		12			12
MA(HIS)	15		07	07	01	14

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

- ✓ IQAC monitors the academic progress of the institution by periodically arranging meetings with Parent-teachers/ alumni associations
- ✓ The very beginning of the academic year, a detailed Academic calendar is chalked out to carry out the curricular activities of the college systematically.
- ✓ Accordingly Internal Tests, seminars/workshops/lectures are conducted.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	05
UGC – Faculty Improvement Programme	01
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	03	Nil	04
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

> ✓ The IQAC, being the apex body of the institution has given priority for research, consultancy and extension programmes. It has promoted and encouraged faculty members to take up minor and major research projects. The faculty members are motivated to participate/ present research papers in national and international conferences, seminars, workshops.
> ✓ IQAC promoted collaboration and linkages
> ✓ Assignment and project reports are part of PG syllabus.
> ✓ Assignment and project reports are part of BCOM and BBM course syllabus.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	03	01	--
Outlay in Rs. Lakhs	--	1,80,000	1,80,000	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	08	04
Non-Peer Review Journals	01	17	02
e-Journals	00	--	--
Conference proceedings	00	00	--

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				
Minor Projects		`		
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other-Workshop				
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 [Nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	others
Number	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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 lakes:

From funding agency [   ]   From Management of University/College [   ]

Total [   ]

3.16 No. of patents received this year

Type of Patent		Number
National		--
		--
International		--
		--
Commercialised		--

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
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution   [01]
     Who are Ph. D. Guides
     and students registered under them   [02]

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 [15]   State level [02]

National level [01]   International level [--]

3.22 No. of students participated in NCC events:

University level 13   State level   --

National level   07   International level   --

3.23 No. of Awards won in NSS:

University level [ ]   State level   [ ]

National level   [ ]   International level   --

3.24 No. of Awards won in NCC: Nil

University level [ ]   State level   [ ]

National level   [ ]   International level   [ ]

3.25 No. of Extension activities organized

University forum [ ]   College forum   [ ]

NCC 02   NSS 02   Any other   [ ]

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

- Special lecture on Prevention of illegal trafficking of women and children was organised on 12th January 2016. This programme was organised on National Youth Day.

- Swaccha bharath and vanamohstava programme conducted by ncc and nss unit in 2/10/13

- On 20/12/13 our college nss and ncc volunteers active participation in puls polio

Programme

- **Hindi urdu and engilsh department celebrated language and literature day.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.8 Acres			4.8 Acres
Class rooms	28	--	Government	28
Laboratories	01	--	--	01
Seminar Halls	02	--	--	02
No. of important equipments purchased ($\geq$ 1-0 lakh) during the	112	60		172

current year.					
Value of the equipment purchased during the year (Rs. in Lakhs)					
Others					7.00.000

4.2 Computerization of administration and library

> ✓ 220computers, 1 LCDs, 01 laptop, 1 printer, 2 podiums, 1 scanners, 2 interactive boards procured for administrative purpose.

4.3 Library services:

Under Graduate

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25088	3815719	885	186356	25973	3002075
Reference Books	2821	446093	221	437113	3042	489806
e-Books	Nlist	5000				
Journals	18	12000			18	12000
e-Journals	Nlist	5000				5000
Digital Database						
CD & Video						
Others (specify)	60				60	

Post Graduate

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	--	--	--	--	--	--
Reference Books	7272	2753898	240	120827	7512	2874725
e-Books	--	--	--	--		
Journals	--	--	--	--	--	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depts.	Others
Existing	34		2MBPS	Library, Computer & Language Lab			09	
Added	12	20		08+04			--	04
Total	46	20		12		--	--	04

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

> ✓ Every year the Department of Commerce trains 3ʳᵈ and 4ᵗʰ SEM degree students in Computer Skills.
> ✓ Every year the Department of kannada and history trains 3ʳᵈ SEM Master degree students in Computer Skills. Communication skills.
> ✓

4.6 Amount spent on maintenance in lakes:

i) ICT   ---

ii) Campus Infrastructure and facilities   21.150

iii) Equipments   7.00.000

iv) Others

  Total :   7.21.150

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> IQAC constituted student support cells like counselling and career guidance cell, SWO organizes several functions for the support of students. Scholarship, free ships, banking and postal facilities extended to students.

5.2 Efforts made by the institution for tracking the progression

- ✓ IQAC monitored the activities of the cells intensely.
- ✓ Constant efforts are being made to check the progress of the students by monitoring teaching and evaluation.
- ✓ Feedbacks are taken from the students.
- ✓ As per their feedback, necessary measures are taken.
- ✓ There are two way tracking methods:

  A) Academic progress is monitored by the departments in their regular departmental meetings.

  B) Institutional monitoring system.
- ✓ The principal tracks the academic progress in regular council and staff meetings.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1060	47		

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
366	33.06%

Women

No	%
741	66.93%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
89	239	23	793	01	1145	190	217	30	670	--	1107

Demand ratio

2015-16 (UG)			
	No of Applications	Admitted	Demand Ratio
BA	115	111	1:1.1
B.Com	150	128	1:1.2
BBA	48	42	1:1
2015-16 (PG)			
MA (Kan)	14	12	1:1
MA (His)	17	15	1:1

Dropout %: 　　1.31

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

> ✓ The students are deputed to district employment training office shivmoga, to taken the competitive examination coaching. A placement cell organised the special lecturing on how to face the competitive examination exams.

No. of students beneficiaries   18

5.5 No. of students qualified in these examinations

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

> ✓ Orientation programmes was arranged for BA, BCom, and BBM students .
> ✓ Placement cell organised competitive exam coaching for degree students.
> ✓ student are taken to campus interviews held in other part of the district.

No. of students benefitted   250

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
Cross domains	108	17	--

5.8 Details of gender sensitization programmes

> ✓ International Women's Day is celebrated.
> ✓ The institution has adopted co-education which enhances gender sensitivity
> ✓ Women Empowerment Cell and Grievance Redressed cells are constituted specifically for addressing gender related issues
> ✓ Women cell conducted programmes of gender sensitization to motivate and create awareness among students.

5.9 Students Activities

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

        State/ University level   28   National level   06   International level   --

        No. of students participated in cultural events

        State/ University level   20   National level   02   International level   --

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

Sports:

        State/ University level   09   National level   02   International level

Cultural:

        State/ University level   11   National level   01   International level   ---

    Zone level   Awards   10

5.10 Scholarships and Financial Support

	Number of students	**Amount**
Financial support from institution		
Financial support from government	192	341796
Financial support from other sources(Jindal)	04	3600
Number of students who received International/ National recognitions	--	--

5.11   Student organised / initiatives

Fairs   : State/ University level   National level   International level

Exhibition: State/ University level   --   National level   International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

No major grievances of students were reported during this academic year. However, minor grievances were redressed through the initiatives taken by SWO and Counselling cell

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> ✓ Our vision is to make our college a centre of excellence that imparts quality education which embodies goals of excellence in teaching learning research and character building
> ✓ To create on environment of learning through a spirit of enquiry.
> ✓ To inculcate inter active abilities for multy cultural experiences .
> ✓ To achieve communal harmony and sustain and develop cultural and extension activitie .
> ✓ To equip students for meeting local and global challenges and absorbing emerging trends.
> ✓ To promote patriotic zeal through integrity of character.
> ✓ To spot and nature creativity for carrier oriented initiatives.
> ✓ To transform guiding vision into action through a community of teachers who are professionally competent and morally upright
> ✓ To inculcate employability and entrepreneurial skills
> ✓ To encourage innovative practices and ICT assisted learning – teaching process
> ✓ To equip students to meet global-local challenges and emerging trends
> ✓ To promote transparent governance and able leadership
> ✓ To sustain and develop cultural and extension activities

6.2 Does the Institution have a management Information System? :   -No-

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

6.3.1   Curriculum Development

> ✓ Multidisciplinary contents are integrated in the syllabus
> ✓ Our faculty members are on BOS/ BOE of University
> ✓ The college follows the guidelines issued by the statutory regulatory bodies through B.O.S. Academic Council during curriculums revision.
> ✓ Faculty are motivated to design and implement certificate courses, organize interdisciplinary seminars and conferences.

6.3.2   Teaching and Learning

> ✓ A comprehensive Academic Plan was prepared and it was implemented effectively
> ✓ Work diary, attendance were maintained for academic monitoring
> ✓ Internal Assessments and University Examinations are conducted for continuous evaluation
> ✓ Interactive learning and collaborative learning was encouraged
> ✓ Independent learning was also encouraged by assigning students with projects and assignments
> ✓ Workshops, special lectures, seminars, field work, internship etc. were promoted
> ✓ Open Core Student Seminars are arranged

6.3.3   Examination and Evaluation

- ✓ Bar coded, fully computerized, automated examinations are in place.
- ✓ Scope for revaluation, getting photo copies and re-totalling is made.
- ✓ Quick announcement of results (within 3 days after evaluation)
- ✓ On line IA marks entry
- ✓ Tamper Proof and laminated marks cards and degree certificates

3.4   Research and Development

- ✓ At present there are 7 faculty members with Ph.D degree.
- ✓ 02 minor research projects are in progress
- ✓ 07 faculty members have completed refresher course and 01 member has completed orientation programme
- ✓ 45 papers are presented in national/ state level seminar/ conference/ special lectures
- ✓ PG students have prepared project works and dissertation on various topics of their subjects.
- ✓ Bcom and BBM students have prepared project works on various topics of their subjects.

6.3.5   Library, ICT and physical infrastructure / instrumentation

- ✓ Independent well-equipped Building for Library
- ✓ Library with 27909 number of books for UG and PG.
- ✓ Internet facility is made available.
- ✓ Reading room with news papers and magazines are available.
- ✓ Separate reference section for PG and UG students

7.3.6   Human Resource Management

- ✓ The Principal along with the college council manage human resource.
- ✓ The council acts as advisory body and major decisions, grievances are debated upon.
- ✓ The HOD looks after the entire activity of the department.
- ✓ The assistant registrar is given the responsibility of managing non-teaching staff.
- ✓ SWO looks after the activity of students.
- ✓ Placements and promotions of all employees are administered by the DCE and govt of Karnataka Unit of the parent university.

6.3.7 Faculty and Staff recruitment

- ✓ Faculty and staff recruitment is made by kpsc with Government Statutes and UGC norms
- ✓ Notifications are issued by the kpsc , Newspapers/Websites for new recruitments
- ✓ Interviews are conducted by kpsc and selected candidates are approved in secretariate of gov't of Karnataka.
- ✓ Guest faculty appointments are made to fill additional workload

6.3.8 Industry Interaction / Collaboration

- ✓ Experts from outside institutions / industries are invited to deliver special Lectures
- ✓ Students are taken to factories, industry for field study and social survey

6.3.9 Admission of Students

- ✓ Admission Notification is issued by the college and displayed on Notice Board
- ✓ Publicity is given in prospectus/ local newspapers/website
- ✓ Admission Committee is formed to oversee the admission process
- ✓ For BA courses open admission method is followed
- ✓ For B.Com and BBM courses selection list is prepared and merit-cum-roster method is followed
- ✓ For PG Courses open admission method is followed(merit and category wise)
- ✓ Reservations for Gendered Minority, Physically Challenged , Children of Defence Personnel, SC/ST , NCC, NSS, Kannada Medium, Rural Quota, and Employees Quota

6.4 Welfare schemes for

Teaching	✓ Medical reimbursement Provision for Health and General Insurance ✓ Provision for general Provident Fund and Retirement benefits ✓ EL encashment ✓ Provision for Deduction of LIC and Home Loan premium in
Non teaching	✓ Placement and promotion ✓ Provision for Health and General Insurance ✓ Provision for Provident Fund and Retirement benefits ✓ Medical reimbursement

Students	✓ Bus and Train Pass ✓ Concession and free-ship ✓ Scholarship ✓ Hostel facility for both boys and girls

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes √   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	--	--	Yes	Principal
Administrative	Yes	DCE/RJD office	--	--

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

6.11 Activities and support from the Alumni Association

> ✓ Regular annual meetings with alumni is held
> ✓ Feedback is taken from alumni members

6.12 Activities and support from the Parent - Teacher Association

> Annual meeting held. As per Informal feedback from the parents the necessary measures are taken for the benefit of the institution.

6.13 Development programmes for support staff

> ✓ Non-teaching members are deputed to participate in training programs conducted in govt.
> ✓ Welfare schemes are extended to support staff.

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

- ✓ Every year New Saplings are planted to avoid carbon emission
- ✓ **Regular Watering and Weeding** is being done
- ✓ Use of **Plastic and Tobacco** are prohibited in the college zone.
- ✓ NSS and NCC students are working to upkeep the greenery of the college campus.
- ✓ Vehicles used by faculty/ students follow government emission norms
- ✓ Celebration of *Vanamahotsava* and World *Environment Day.*

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- ✓ Participatory Learning in the form of class room/ student seminars, projects/ assignment work
- ✓ Publication of Wall Magazines
- ✓ Field Survey /social survey.
- ✓ The department of sociology students visit to jail and Vrudhashrama every year .
- ✓ Seminars / Conferences through Departmental Forums and IQAC
- ✓ Multidisciplinary learning through Screening Films and Documentaries
- ✓ The use of Theatre
- ✓ Extension and Outreach Programmes to instil the values of social responsibilities and Civic Sense
- ✓ Value based and skill development programmes
- ✓ Mid day meals for poor students.

The above mentioned innovative teaching learning activities have created a right ambience for participatory learning.

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

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1. EMIS was implemented .
2. Library automation completed
3. Purchase of equipments .
4. Kala mandira was up graded .
5. Regular meetings held and experts were invited for guidance

6. Purchase of Computers and equipments .
7. In the first council meeting the principal constituted 28 committees for the smooth functioning of the institution.

8. 04 seminars were organised

9. a. Ambedkar Jayanthi, Vivekananda Jayanthi,Valmiki jayanthi Ghandi Jayanthi Mahaveera jayanthi was celebrated.
   b. The NSS units organised.7 days village camp at. Holegangur.

10. Communicative and soft skills and computer training programme were conducted for all Post   and degree students.

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

 Title of the practice:

 ✓ Class seminars, assignments, project and dissertation work.

Goals:

 ✓ To enable students to participate actively in learning process
 ✓ To make teaching a learner centric activities
 ✓ To overcome inhibitions like language barrier, stage fear, inferiority complex
 ✓ To ensure better articulation and attaining excellence
 ✓ To develop critical and analytical approaches
 ✓ To develop listening, speaking, reading and writing skills
 ✓ To acquire knowledge and courage.

Context:

In large class rooms individual attention is not paid to each and every learner. Many times learners feel that they are isolated. Class room seminars help students to participate actively in learning process. Project works help students to develop research aptitude

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

7.4 Contribution to environmental awareness / protection

> ✓ Studying environmental science is mandatory for UG Students
> ✓ Students and staff are sensitized to make the campus eco-friendly.
> ✓ Every year new saplings are planted to avoid carbon emission.
> ✓ NSS and NCC students are trying to upkeep the greenery of the college campus.
> ✓ Vehicles used by faculty/ students follow government emission norms
> ✓ Celebration of *Vanamahotsava* and *World Environment Day*
> ✓ Collection of degradable wastes in separate dustbins
> ✓ Use of Plastic and tobacco are prohibited in the college zone.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

Strengths:

✓ Purchase of computer and equipments.
✓ Publication of articles in refered journals and published books.
✓ The placemat cell of institutions organise job fairs and HRD programmes.
✓ Kalamandira was upgraded.

Weakness:

✓ Less major research projects .

✓ Less A/V class rooms with projectors and internet facility

✓ Weak student database.

Opportunity:

✓ To introduce new P G courses and add on courses.

✓ Opportunity to introduce library automation .

✓ To introduce research centre in college.

✓ Opportunity to organise national seminars/conference/workshops

Challenges:

✓ To overcome lack of funding through collaboration and MoUs

✓ To improve linguistic and communicative skills of students.

✓ Establishment of green park.

8. **Plans of institution for next year**

> ✓ Providing good drinking water facilities .
>
> ✓ Improving   facilities is the ladies room.
>
> ✓ Encouraging national seminar
>
> ✓ Improving infrastructure.
>
> ✓ Expanding PG programmes.
>
> ✓ Multy Gym facilities.
>
> ✓ Maintaining of eco-friendly campus

Calendar of events for 2013-14

Sl. No.	Event/Programme		Tentative Schedule
01	Beginning of the semester		30-06-2013 (Odd Semester) 01-01-2014 (Even semester)
02	Internal tests		8th and 12th week of every semester
03	Inauguration of student association programmes		3rd week of September
04	Sir m v - Cultural Fest		2nd week of January
05	NSS Camp		3rd week of December
06	Blood Donation Camp		2nd week of August
07	Valedictory of Student Association and Sports Day		3rd week of April
08	National festivals		On the scheduled date
09	Closure of the semester		31-10-2013 (Odd Semester) 30-04-2014 (Even semester)
10	Examination and Vacation	Odd Semester	01-11-2013 to 31-12-2014
		Even semester	01-05-2013 to 29-06-2014

Name _____   *Name* _____

    _____   _____

     Dr. M G UMASHANKAR   Dr T C BHARATHI

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

Annexure I

Abbreviations:

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

** ** ** **