

## ANNUAL QUALITY ASSURANCE REPORT

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

**Year of Report** : 2011-12

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, 2011 to June 30, 2012)*

### 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	Sirmvqacc2012@gmail.com
Contact Nos.	08282-271826
Name of the Head of the Institution:	Prof. NATARAJ URS
Tel. No. with STD Code:	08282271826
Mobile:	+919739848689
Name of the IQAC Co-ordinator:	Dr. M S SAKALESHA
Mobile:	+919886970436
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	1 <sup>st</sup> Cycle	3 Star	C++	2003	05 years
2	2 <sup>nd</sup> Cycle	Grade B	2.23	2010	05 years
3	3 <sup>rd</sup> Cycle				

1.6 Date of Establishment of IQAC:

Sep 2008

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

2011-12

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 10-08-2011)

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

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="02"/>
	Non-Teaching Staff <input type="text" value="01"/> Students <input type="text" value="01"/> Alumni <input type="text" value="01"/> Others <input type="text" value="--"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text"/> No <input checked="" type="text"/>
If yes, mention the amount	<input type="text" value="--"/>

## 2.13 Seminars and Conferences (only quality related)

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

Total Nos.	14	International	--	National	--
		State	02	University Level	12

## 2.14 Significant Activities and contributions made by IQAC

The following activities were the significant activities conducted by IQAC:

- ✓ A detailed Academic plan for 2011-12 was chalked out.
- ✓ Committees and Cells were constituted and new members included.
- ✓ 1 faculty members are working as Research Guides. 1 research students are working under their guidance.
- ✓ 4 research papers were published in peer reviewed/ non peer reviewed journals /e-journals.
- ✓ faculties contributed their expertise as Resource person, BOS members and Chair Persons.
- ✓ Blood Donation Camps, AIDS Awareness, Health Awareness Programs were conducted through NSS, NCC,
- ✓ Students were deputed to participate in seminars/conferences organized by other institutions.

## 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
<ol style="list-style-type: none"> <li>1. To constitute cells and committees to organize curricular, co-curricular extension and outreach programmes Infrastructure Development</li> <li>2. To organize seminars, workshops, special lectures to compliment class room teaching and learning</li> <li>3. To encourage faculty members to undertake research projects</li> <li>4. To conduct various extension activities to instil the values of social responsibilities among students</li> <li>5. To organise communicative and soft skills training programme to the students</li> <li>6. Celebration of nation festivals .</li> </ol>	<ol style="list-style-type: none"> <li>1. In the first council meeting the principal constituted various committees for the smooth functioning of the institution.</li> <li>2. seminars were organised</li> <li>3. the department of kannada and history and archaeology organised 2 state level workshops.</li> <li>4. One minor research projects worth Rs.90,000 were sanctioned by the UGC.</li> <li>5. Communicative and soft skills training programme were conducted for all Post Graduate students</li> <li>6. a. Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi were celebrated.</li> <li>7. conducted soft skill and orientation programme to BCOM BMM and BA students.</li> </ol>

\* *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 ,work shop and conference were planned .
- ✓ One Minor Research Projects worth Rs. 90,000 were sanctioned by the UGC.
- ✓ Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi valmiki jayanthi Vivekananda jayathhi was celebrated.
- ✓ The NSS Unit of the college organised special Camp.
- ✓ Communicative and soft skills training programme were conducted for all BCOM, BBM and BA students.
- ✓ The NSS and NCC units organised blood donation Camp .
- ✓ The department of kannada and history and archaeology organised special lecturing on various topics.

## 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	--	--	--	--
<b>Total</b>	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: Yes  
HEPED**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
33	19	14		

2.2 No. of permanent faculty with PhD 

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
-	-	-	-	-	-	-	-	-	-

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	Others
Attended	03	47	12	13
Presented papers	00	08	01	00
Resource Persons	--	00	02	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 

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

- ✓ Ours being on affiliated college of kuvempu university the following measures initiated by the university is implemented .

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop   2.10 Average percentage of attendance of students



## 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	84	23.63	43.63	23.63	9.09	65.47
BCOM	99	31.58	43.86	17.54	7.01	57.57
BBM	75	48.44	34.38	7.8	9.38	85.33
MA(KAN)	10	04	06			10
MA(HIS)	11		11			11

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching &amp; 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	04
UGC – Faculty Improvement Programme	01
HRD programmes	
Orientation programmes	06
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	18
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	16	02	Nil	01
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.
- ✓ Assignment and project reports are part of UG and PG syllabus.

## 3.2 Details regarding major projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
Number	--		--	--
Outlay in Rs. Lakhs	--		--	--

## 3.3 Details regarding minor projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
Number	01		01	--
Outlay in Rs. Lakhs	90.000		90.000	--

## 3.4 Details on research publications

	<b>International</b>	<b>National</b>	<b>Others</b>
Peer Review Journals		10	-
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

## 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	2011-12	UGC	90.000	90.000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects ( <i>other than compulsory by the University</i> )				
Any other-Workshop				
Total			90.000	90.000

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	others
Number	--	--	02	--	12
Sponsoring agencies	--	--	--	--	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 lacs:

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 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	<input type="text" value="45"/>	State level	<input type="text" value="04"/>
National level	<input type="text" value="04"/>	International level	<input type="text" value="--"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="01"/>	State level	<input type="text" value="01"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC: Nil

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="02"/>
NCC	<input type="text" value="01"/>	NSS	<input type="text" value="01"/>
Any other	<input type="text"/>		

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

- The department of kannada organised three state level workshop.
- The department of history organised 1 state level work shop.
- The department of english arranged for the screening of two Shakespearean plays othello prescribed for third semester optional students was screened on 31/10/2011. Macbeth was screened for the benefit of the fourth semester language students on 17/04/2012.
- Special lecture on role of women in economic development on 8/3/2011.
- The department of Urdu and English arranged the languages days.
- The department of sociology students visit to jail and old age to know the jail situation and problems of old age.

**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	5 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 current year.	62	34		96
Value of the equipment purchased during the year (Rs. in Lakhs)				1.98.784
Others				

## 4.2 Computerization of administration and library

- ✓ 20 computers, 1 LCDs, 01 laptop, 1 printer, 2 podiums, 1 scanners, 0 interactive boards procured for administrative purpose.

## 4.3 Library services:

**Under Graduate**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22944	2366495	675	169244	23619	2535739
Reference Books	2331	349019	122	27079	2453	376098
e-Books	Nlist	5000				
Journals	18	12000			18	12000
e-Journals	Nlist	5000				
Digital Database						
CD & Video						
Others (specify)	40				40	

**Post Graduate**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	--	--	--	--	--	--
Reference Books	6848	245389	797	240827	7512	487472
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	Dept.s	Others
Existing	20	10		Library, Computer 01		02	---	
Added	09	01				02		03
Total	29	11		01		04		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 3<sup>rd</sup> and 4<sup>th</sup> SEM degree students in Computer Skills.
- ✓ Training centre of the university – organized soft skills programmes for teachers. Internet facility was extended to faculty and students.
- ✓ Every year the Department of Kannada and History trains 3<sup>rd</sup> sem PG students in computer skills.

## 4.6 Amount spent on maintenance in lakes:

I) ICT	
ii) Campus Infrastructure and facilities	22150
iii) Equipments	1.98.764
iv) Others	
<b>Total:</b>	2.20.934

**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
1040	60		

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%		No	%	Women
	503	45.72%		597	54.27%	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
165	215	23	674	--	1077	154	225	16	705	--	1100



**Demand ratio**

<b>2011-12(UG)</b>			
	<b>No of Applications</b>	<b>Admitted</b>	<b>Demand Ratio</b>
BA	90	84	1:1
B.Com	102	99	1:1
BBA	80	75	1:1
<b>2011-12 (PG)</b>			
MA (Kan)	28	20	1:1.3
MA (His)	26	20	1:1.2

**Dropout %:** 1.48

No. of students beneficiaries

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

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
Exchanging shimoga	150	--	NIL

## 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  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

zone level

Awards

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	94	296812
Financial support from other sources(Jindal)		
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 an 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

#### 6.3.3 Examination and Evaluation

- ✓ Bar coded, fully computerized, automated examinations are in place.
- ✓ Scope for reevaluation, getting photo copies and re-totalling is made.
- ✓ Quick announcement of results (within 15 days after evaluation)
- ✓ Tamper Proof and laminated marks cards and degree certificates

### 3.4 Research and Development

- ✓ At present there are 5 faculty members with Ph.D degree.
- ✓ 01 minor research projects are in progress
- ✓ faculty members have completed refresher course and 01 member has completed orientation programme
- ✓ papers are presented in national/ state level seminar/ conference/ special lectures
- ✓ PG 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 25275 number of books for UG and PG.
- ✓ 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 manager is given the responsibility of managing non-teaching staff.
- ✓ SWO looks after the activity of students.

### 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 and Gov't of Karnataka.
- ✓ Temporary 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
- ✓ Reservations for SC/ST , OBC Quota

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>✓ Medical reimbursement Provision for Health and General Insurance</li> <li>✓ Provision for general Provident Fund and Retirement benefits</li> <li>✓ EL encashment</li> <li>✓ Provision for Deduction of LIC and Home Loan premium in salary Component</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>✓ Placement and promotion</li> <li>✓ Provision for Health and General Insurance</li> <li>✓ Provision for Provident Fund and Retirement benefits</li> <li>✓ Medical reimbursement</li> </ul>
Students	<ul style="list-style-type: none"> <li>✓ Bus and Train Pass</li> <li>✓ Concession and free-ship</li> <li>✓ Scholarship</li> <li>✓ Hostel facility for both boys and girls near by.</li> </ul>

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	RJD and commissioner DCE	--	--

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

- ✓ More than 200 Saplings were planted during this academic year
- ✓ **Regular Watering and Weeding** is being done.
- ✓ Every year New Saplings are planted to avoid carbon emission.
- ✓ Use of **Plastic and Tobacco** are prohibited in the college zone.
- ✓ NSS and NCC Environmental Science 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. 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.

- ✓ Participatory Learning in the form of class room/ student seminars, projects/ assignment work
- ✓ Field Survey
- ✓ Seminars / Conferences through Departmental Forums
- ✓ 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

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

1. Regular meetings held and experts were invited for guidance
2. Purchase of Computers, other equipments .
3. In the first council meeting the principal constituted 23 committees for the smooth functioning of the institution.
4. seminars were organised
5. One minor research projects worth Rs. 90.000 were sanctioned by the UGC.
6. a. Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi was celebrated.  
b. The NSS Unit of the college organised 10 Days Village Camp in Hunasakatte .
7. Communicative and soft skills training programme were conducted for all Post Graduate students and BCOM and BBM students .



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

<p>Title of the practice:</p> <ul style="list-style-type: none"><li>✓ Class seminars, assignments and project and dissertation work.</li></ul> <p>Goals:</p> <ul style="list-style-type: none"><li>✓ To enable students to participate actively in learning process</li><li>✓ To make teaching a learner centric activities</li><li>✓ To overcome inhibitions like language barrier, stage fear, inferiority complex</li><li>✓ To ensure better articulation and attaining excellence</li><li>✓ To develop critical and analytical approaches</li><li>✓ To develop listening, speaking, reading and writing skills</li><li>✓ To acquire knowledge and courage.</li></ul> <p>Context:</p> <ul style="list-style-type: none"><li>✓ 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 and dissertation work.</li></ul>
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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

<ul style="list-style-type: none"><li>✓ Studying environmental science and Indian constitution is mandatory for UG Students</li><li>✓ Students and staff are sensitized to make the campus eco-friendly.</li><li>✓ Every year new saplings are planted to avoid carbon emission.</li><li>✓ NSS and NCC students are trying to upkeep the greenery of the college campus.</li><li>✓ Vehicles used by faculty/ students follow government emission norms</li><li>✓ Celebration of <i>Vanamahotsava</i> and <i>World Environment Day</i></li><li>✓ Collection of degradable wastes in separate dustbins</li><li>✓ Use of Plastic and tobacco are prohibited in the college zone.</li></ul>
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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:**

- ✓ Introduce new combination HEPD
- ✓ Student centric cultural competitions
- ✓ Organization of Seminars/ Workshops / Conferences/ Special lectures
- ✓ Qualified faculty members with PhD/ M.Phil/ SLET/ NET
- ✓ Good library resources

**Weakness:**

- ✓ Less permanent faculty
- ✓ No publication of journal by the institution
- ✓ Lack of staff quarters and guest house
- ✓ Average pass percentage

**Opportunity:**

- ✓ Opportunity to organise national seminars/conference/workshops
- ✓ Further scope for expanding infrastructural facilities
- ✓ Opportunity to pursue PG and PhD degrees.
- ✓ To introduce new PG courses

**Challenges:**

- ✓ Faculty adopt the modern teaching methods.
- ✓ increased Students participation in NSS NCC and cultural activates.
- ✓ To overcome inadequate permanent faculty
- ✓ To improve linguistic and communicative skills of students

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

- ✓ Chalking out academic plan for the next year which includes admission, IA tests, university examinations, research projects and sports and other co-curricular activities
- ✓ Organising seminars, conferences, workshops, special lectures, field survey.
- ✓ Encouraging minor and major research projects
- ✓ Organising interclass / intercollegiate cultural competitions
- ✓ Deputing students to cultural organisations
- ✓ Organising national seminar on media and society
- ✓ Conducting personality and skill development programmes
- ✓ Organising communicative skill programme for PG students
- ✓ Organising health check up camp and blood donation camps.
- ✓ Organising annual Village Camps
- ✓ Construction of new Park
- ✓ Maintaining of eco-friendly campus

**Calendar of events for 2015-16**

Sl. No.	Event/Programme	Tentative Schedule
01	Beginning of the semester	30-06-2011 (Odd Semester) 01-01-2012 (Even semester)
02	Internal tests	8 <sup>th</sup> and 12 <sup>th</sup> week of every semester
03	Inauguration of student association programmes	3 <sup>rd</sup> week of September
04	Sir m v - Cultural Fest	2 <sup>nd</sup> week of January
05	NSS Camp	3 <sup>rd</sup> week of December
06	Blood Donation Camp	2 <sup>nd</sup> week of August
07	Valedictory of Student Association and Sports Day	3 <sup>rd</sup> week of April
08	National festivals	On the scheduled date
09	Closure of the semester	31-10-2011 (Odd Semester) 30-04-2012 (Even semester)
10	Examination and Vacation	Odd Semester 01-11-2011 to 31-12-2012 Even semester 01-05-2011 to 29-06-2012

Name \_\_\_\_\_

Name \_\_\_\_\_

Dr. M S .Sakalesh

Prof Nataraj urs

*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

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