

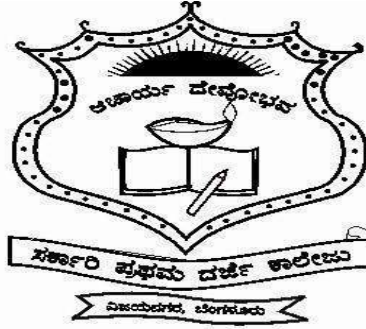
**Government of Karnataka**



**INTERNAL QUALITY ASSURANCE CELL  
(IQAC)**

**Annual Quality Assurance Report**

**For the Year 2013-14**



**GOVERNMENT FIRST GRADE COLLEGE**

**Vijayanagara, Hampinagara Ward,**

**Bangalore – 560 104**

**Phone +918023302141**

**[www.govtdegreecollegevijayanagara.com](http://www.govtdegreecollegevijayanagara.com)**

**Email -[gfgcvb@yahoo.co.in](mailto:gfgcvb@yahoo.co.in)**

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution

Government First Grade College,  
Vijayanagara

1.2 Address Line 1

Hampinagara Ward

Address Line 2

Vijayanagara

City/Town

Bengaluru

State

Karnataka

Pin Code

560104

Institution e-mail address

gfgcvb@yahoo.co.in

Contact Nos.

080-23302141

Name of the Head of the Institution:

Prof.M.Muthuraju

Tel. No. with STD Code:

080-23302141

Mobile:

9916473934

Name of the IQAC Co-ordinator:

Dr.Shubha

Mobile:

9341273617

IQAC e-mail address:

gfgcvb@yahoo.co.in

1.3 NAAC Track ID not given - (EC/51/RAR/24 dt.31-12-2009)

1.4 Website address:

www.govtdegreecollegevijayanagara.com

Web-link of the AQAR:

www.govtdegreecollegevijayanagara.com

## 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C		2003	5 years
2	2 <sup>nd</sup> Cycle	B	2.47	2009	5Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC : 03-08-2003

1.7 AQAR for the year 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 2010-11 submitted to NAAC on 12-10-2011))

i. AQAR- 26-9-2012

ii. AQAR-28-02-2013

iii. AQAR-9-7-2014

iv .AQAR-24-7-2014

## 1.9 Institutional Status

University State  Central  Deemed  Private Affiliated College Yes  No Constituent College Yes  No Autonomous college of UGC Yes  No Regulatory Agency approved Institution Yes  No 

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

Type of Institution Co-education  Men  Women Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
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" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="6"/>
2.11 No. of meetings with various stakeholders	Total No. <input type="text" value="24"/> Faculty <input type="text" value="16"/> 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="06"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="3 lakhs"/>

## 2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institutional Level 

(ii) Themes

Health, Hygiene, Personality development, Reaccreditation, Teaching Pedogogy, Environment , Academic Counselling , personal counselling, soft skills, Add-on courses, Legal awareness, Tips to face examinations,

## 2.14 Significant Activities and contributions made by IQAC

- a) A regional level workshop on “Role of IQAC in teaching pedagogy and Reaccreditation” was conducted.
- b) Personality development programs for physically challenged students were conducted in association with the enabling unit “chethana”.
- c) In co-ordination with the Counselling cell “Sumana”, IQAC conducted workshop for students on De-addiction, health and Hygiene. Doctors and Psychiatrists from Victoria Hospital were the resource persons.
- d) Feedback from students was taken as per DCE, Karnataka guidelines on teachers and Institution.
- e) Exit survey was also conducted.
- f) Survey was conducted to analyse the problems faced by married girls.
- g) Value addition-Under this system student’s present academic performance was compared with previous performances and analysed and necessary action was planned.
- h) IQAC has funded motivated Student research projects which have created a research environment in the college.
- i) Is instrumental in creating smooth ambience for 18 ongoing minor research projects sanctioned by UGC.
- j) Motivated all the departments to organise National level Seminars. Departments of Political Science and History had organised self financed National level seminars.
- k) Motivated all the departments to start certificate courses. Department of Botany has started two certificate courses on “Medicinal Plants and Herbal Formulations” and “Mushroom Cultivation”. Department of English is offering Certificate courses on— i) Soft Skills and ii) Translation
- l) Department of Computer Science has started certificate course in Kannada Typing

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
To motivate departments to conduct National level Seminars	<p>Department of History and Political Science have successfully conducted self financed National level Seminars.</p> <p>Department of Botany has sent a proposal to conduct National Level seminar on Environmental degradation to UGC which has been sanctioned.</p>
To promote departments and committees to enter into MoU with various organisations and Institutions.	<p>Department of Economics has entered into MoU with KSIC, Bangalore</p> <p>Dept. Of English has entered into MoU with Universal Radio</p> <p>Department of Botany has entered into MoU with TULASI</p> <p>Enabling Unit of differently abled “Chethana” and Counselling cell “Sumana” have entered into MoU with Rotary, North-West, Bengaluru.</p> <p>Dept. Of Computer Science has MoU with SISLOGIC infotech</p>
To promote research activities among students and staff in co-ordination with UGC and research committee.	<p>Apart from 17 ongoing UGC sponsored MRP, one more minor research project has been sanctioned by UGC.</p> <p>IQAC has sponsored student research projects to each department.</p>
To conduct Regional level workshop on teaching ethics and IQAC	One Day Regional Level Workshop was conducted
To strengthen enabling unit for differently abled by conducting personality development programs	Done
To strengthen counselling cell Sumana by health awareness programs by	

Medical Doctors and Psychiatrists.	Done
To motivate departments to start new certificate courses	Department of Botany, English and Computer Science have started certificate courses
To conduct Orientation program for Freshers	Done
To continue healthy relationship with neighbours by conducting sports and cultural competitions in association with Neighbourhood committee	Done and prizes were given.
To organise sports competition for parents in co-ordination with parent – teachers association	Done, Prizes were given.
To motivate faculty to organise curricular and extra-curricular activities	Done
To motivate all the college forums to conduct curricular and co-curricular activities	Done
To conduct entry and exit survey, take feedback from students on teachers and students	Done
To include industrialists and educationists in IQAC	Done
To create awareness on reduction in plastic usage.	Students are informed to submit their assignments in cardboard/paper files and not to use plastic files Botany lab is reusing plastic containers for lab activities
To motivate departments to start in-house journals	Under progress

\* Attach the Academic Calendar of the year as Annexure. Attached-**Annexure-I**



2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

College Council

Provide the details of the action taken

AQAR was discussed threadbare and it was fine tuned as per the suggestions of the council

## Criterion – I

### I. 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	01			
UG	04			
PG Diploma				
Advanced Diploma				
Diploma		02		
Certificate	10	05	13	03
Others				
<b>Total</b>	15	07	13	02

Interdisciplinary	01		01	
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05
Trimester	
Annual	04

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

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

*\*Please provide an analysis of the feedback in the Annexure-Attached –Annexure-II*

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

Revision of Syllabi of B.A., B.Sc, B.Com, BBM and M.A. courses is as per Bangalore University guidelines. Faculty who are on Board of studies of BU are involved in regulation of respective syllabus.

Syllabi of Self financed certificate course are designed with the help of subject experts in the respective fields and approved by the respective committee with Principal as the chairman.

UGC sponsored Add-on course –BOS committees of respective subjects were constituted with Principal as chairman, a Subject expert from Bengaluru University, Co-ordinator of the ADD-On course, Chairman of College Development Council Bangalore University. The syllabi of certificate, Diploma, Advance Diploma of Journalism and Sociology were approved.

Four of our college faculty are appointed as subject experts to frame syllabi for CET exam for the post of Assistant Professors in UG colleges by DCE, Karnataka in History, Journalism. Botany, Commerce and 13 of our faculty are working with Bangalore University as BOS members to frame syllabus for 4 Year Honours program at UG level which is under progress (CBCS)

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	69	28	41	-	-

2.2 No. of permanent faculty with Ph.D. 20

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

\*Recruitment is through Karnataka Public Service commission as our college is a Government College.

2.4 No. of Guest and Visiting faculty and Temporary faculty 41 3

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	18	68	40
Presented papers	06	41	07
Resource Persons	1	2	16

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

Production of short films and Radio Programmes by Students, Power point presentations, Documentary Presentations, Wall Magazines, Departmental library, Special Guest lecturers from subject experts, Industrial and field visits, screening of documentary and short films followed by interactions with the experts, Teaching with the help of internet facility, Educational tours, sharing of Knowledge, Group Discussion, Remedial Classes for slow learners, Monthly tests, Assignments, Seminars, Syllabus related Workshops, Soft Skill Training Programmes, Environment friendly Programmes, IQ Test, Aptitude test, brain storming competitions, bridge course in English ,Awareness Programmes in different disciplines, Dance dramas related to our syllabus, Moral education Programmes etc.

2.7 Total No. of actual teaching days during this academic year 223 Days

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

2.9 No. of faculty members involved in curriculum Restructuring /revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 13

2.10 Average percentage of attendance of students 78.41%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Total no. of students passed	Division				
			Distinction %	I %	II %	III %	Pass %
BA	292	247	13.03	46.65	27.28	6.61	6.31
B.Sc	53	26	35.79	45.56	18.63	-	-
B.Com	376	261	13.63	30.88	38.32	16.72	0.41
BBM	80	45	2	23	42.25	32.78	-
M.A.	64	64	78.13	20.31	1.56	-	-

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

**Contribution:** IQAC motivated and guided faculty in document maintenance, preparation and execution of Road maps for every semester, to practice innovative teaching methods, to conduct subject related diploma and certificate courses, subject related special lectures, to organise awareness programs related to environment in support of the syllabus which is reflected as Total Quality enhancement in teaching and learning process.

**Monitoring:** IQAC monitored these activities by planning, guiding and execution of the strategies planned by conducting regular meetings and involving in these activities.

**Evaluation:** Evaluation is done by **Academic audit** conducted by the respective committee which includes Result analysis, Remedial classes for slow learners, counselling after identifying

the problem. Evaluation is made more effective by considering analysis of Feedback from the stakeholders, parents, Alumni about the Institution (Facilities, infrastructure). Regular tests and preparatory exams are conducted. SWOT analysis done by each department will make the departments to plan out future strategies.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	16
UGC – Faculty Improvement Programme	1
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	11
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	15	-	-	06
Technical Staff	-	-	-	-

### Criterion – III

#### 3. Research, Consultancy and Extension

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

1. IQAC is instrumental in conducting National Level Seminars in History and Political Science. IQAC is continuing to promote research ambience in the college by funding Student Research project to each department. It has created a congenial environment to do research by guiding and motivating all the Principal Investigators who are sanctioned with UGC MRPs. There are 18 ongoing MRP sanctioned by UGC and research work is progressing very fast.
2. IQAC has promoted research environment among students by motivating and sponsoring student research projects to all the departments.
3. A letter of appreciation is given to the achievers like those who, published research articles, books, bagged awards, presented papers at various levels.

##### 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	-	17	1	-
Outlay in Rs. Lakhs	-	1819,000	1,68,000	-

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	-	3
Non-Peer Review Journals	01	01	-
e-Journals	01	00	1
Conference proceedings	04	06	-

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	18 months	UGC	17,42,000	11,73,000
Interdisciplinary Projects		UGC	2,45,000	1,10,000
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	2-3 months	IQAC, GFGCV	27,000	27,000
Any other(Specify)			-	
Total			20,14,000	13,10,000

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

Honorary

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	4	-	1	1
Sponsoring agencies	-	UGC and Self financed	-	1	IQAC

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

3.13 No. of collaborations

International

National

Any other

7

3.14 No. of linkages created during this year

2

3.15 Total budget for research for current year in lakhs:

From funding agency

12.83

From Management of University/College

0.27 lakhs

Total

13, 1 lakhs

3.16 No. of patents received this year

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

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
8	-	01	05	-	02	

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

7

3

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

**Extension activities**

- Audio CD recorded by our enabling unit for blind-“Chethana” is provided to blind students of other institutions.

- NSS unit of our college had organised Free Eye Camp for Students , Teachers and nonteaching staff and neighbourhood on 1-2-2014
- NSS unit of our college has conducted 7 days camp from 15-3-2014 to 21-03-2014 at Bangalore University campus, Bengaluru. During this program our college students were involved in cleaning the campus, conducted awareness programs on literacy, environmental consciousness, personal hygiene, healthcare programs.
- On 23-2-2014 in association with BBMP our College Red Cross wing volunteers participated in Pulse Polio program.
- One of the faculties is recognised as guide by Kannada Sahithya Academy.
- One of the faculties is recognised as Jury for Kannada Sahithya Academy Awards.
- FM station Radio Active aired one hour radio program on necessity of change of attitude of society towards blind which was produced by 'Chethana' and our college blind students participated in the discussion.
- Department of Botany in association with Political Science conducted Survey on Health, hygiene and Government Welfare schemes for underprivileged at Indiranagar slum, Rajajinagar, Bengaluru.
- One of our faculties was interviewed on environmental conservation strategies which was conducted by FM station- Radio Active.

### **Institutional Social Responsibility**

- Many of our faculty members are performing Institutional Social Responsibility by creating awareness about Women Empowerment, Water Conservation, Health and Hygiene, Sanitation for women, participation of women in political process, Literacy programs etc.
- One of the faculties has been selected as advisory board member for 'Sanchaya Nele', a wing of human rights organisation to monitor the welfare of grass root community women in 28 districts in Karnataka.
- Law awareness program was conducted by NSS on 18-9-2014. The invited speakers were advocates and Police Inspector and they spoke about various issues and acts related to youth and women.

- Our Institution is proud of having Karnataka State Open University Unit that extends correspondence UG courses which benefits thousands of students who are deprived of the opportunities of attending regular classes.
- Free coaching classes are conducted for SC/ST/OBC/Minority for entry in service (IAS, KAS, Bank Exams etc.,) by our institution which is sponsored by UGC and is open to public also.
- Our College building was utilised for pulse polio program on 23-2-2014.
- On 25-3-2014 Youth Red Cross Wing visited Sri Sai Navajyothi Old Age home and served the old age people at the Ashram. Our volunteers gave their love and affection, distributed plates, tumblers, buckets, clothes etc. They were given showers, food and an affectionate hug made them feel happy. A commendable work done by our YRC.
- Department of Psychology along with their students visited old age home at Tavarekere to study the problems faced by elders and their feelings and carried out a project on Life Satisfaction among Old Age People.
- Our college campus was taken as Mustering and Demustering Centre from 1-4-2014 to 19-4-2014 for Loksabha election. All the teaching and Non teaching staff did their April-2014 Loksabha Election duty assigned to them in various capacities.
- Department of Computer Science conducted a One day work shop on Computer literacy for 7<sup>th</sup> and 8<sup>th</sup> std. children of Government Primary Model School, Hosahalli. About 40 students participated in the program.
- Department of Mathematics conducted a survey on the difficulties in learning mathematics at school level.
- Blood donation camps were organised by YRC of our college. Blood donation camp held at Udaya School in association with Nishane School of Spiritual Science On 16-3-2014. 23 YRC of our college volunteers donated blood .On 7-4-2014 a big Blood donation camp was organised on our campus in association with Indian Red Cross. Medical Officer of the Indian Red Cross Blood Bank, Dr. Arpitha Desai spoke on Importance of Blood Donation. Teachers, students, neighbours volunteered themselves to donate blood.96 people including teachers donated blood on that day.
- Through 'Chethana' College has extended its social service to the blind student, personality development and literary audio books produced by 'Chethana'.

- Department of Sociology has carried out Students projects on burning social problems like Sociological Study of Transgenders, Status of Child Labourers in Bangalore City- A Sociological Study, Drug addiction in Bangalore City, A study of Educational status of Rural Daily Wagers, Family and Social background of Juvenile delinquents
- Various departments of our college has organised invited talks on issues related to women, Environmental conservation, Pollution etc.
- College ground is being used as Playground by neighbours and class rooms are used for conducting yoga classes for general public.

**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	7216.60Sq m			7216.60Sq m
Class rooms	34			
Laboratories	08			08
Seminar Halls	02	-	-	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	01(Water filter)	State grants	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1 lakh	-	-
Others				

## 4.2 Computerization of administration and library

Office and library are computerised

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25637	1493709	1959	200495	27596	1694204
Reference Books	16863	1941734	1482	476000	18345	2417734
E-Books	-	-	-	-	-	-
Journals	30	36979	6		36	
E-Journals	INFLIBNET	5000	-	-	INFLIBNET	5000
Digital Database	21430	-	-	-	-	-
CD & Video	39	12376	-	-	39	12376
Others (specify)						

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	82	3	17	4	4	10	11	1
Added	6	-	4	-	-	-	-	-
Total	88	3	21	4	4	10	17	1

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

Admission process is online

Computer fundamental is the compulsory paper prescribed by the university to all the degree students. Internet access is available to students and staff at the college library, Chethana-Enabling Unit for physically challenged students, Network Resource Centre, Computer lab. Internet facility is provided to all the departments, office and Principal Chamber. Language lab is set up with 16 thin clients and internet facility to communicative English students. Few departments are using Smart boards to conduct classes.

Kannada software training is given by Computer Science department to staff and students.

## 4.6 Amount spent on maintenance in lakhs:

i) ICT	7966
ii) Campus Infrastructure and facilities	9677
iii) Equipments	5896
iv) Others	-

**Total:** 1, 68 lakhs

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- a) Orientation program for freshers has been designed and conducted by IQAC and also conducted one day workshop to train faculty to execute the designed program. On the day of orientation program, fresher's will be told about existing student support systems like, counselling cell where the doctors are available, placement cell, cultural committee, Sports activities, students grievances redressal cell, Sexual harassment prevention cell, Commerce and Management Forum, Science Forum, Humanities forum, Kannada Sangha , Office, departments, Labs, Teaching and Nonteaching staff, Examination section, various scholarships etc.
- b) Feedback from students was taken regularly as per UGC guidelines. Feedback is analysed and according to the requirement of the students as in feedback, action will be taken.
- c) For every program conducted in the college and outside for students, circular will be sent to each class and will be put up on the notice board also, so that all the students are aware of the support services.
- d) Emergency meeting of Class Representatives is convened to pass on the information to the students and collection of information from the students whenever necessary.
- d) Doctors and academic counsellors are available to students and their visits are notified well in advance.
- f) Value addition-Under this system student's present academic performance was compared with previous performances, analysed and necessary action was planned.
- e) Student research projects carried out to motivate students towards research

#### 5.2 Efforts made by the institution for tracking the progression

Academic audit is done periodically. Value addition with respect to academic performance is analysed. Slow learners are specially attended by paying extra attention in the regular classes and remedial coaching classes are also conducted for them. Drop outs are counselled to continue their studies. Feedback from the students is taken and necessary action is recommended after analysing feedback. Overall student progression is achieved by motivating the students to participate in curricular and extracurricular activities. Teachers motivate the students to pursue higher studies. Few teachers have prepared MCQ banks to support students to take up competitive examinations. No. of students selected for Post graduate programs, NET cleared, employed students are recorded.



5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2797	45	-	-

(b) No. of students outside the state

06

(c) No. of international students

-

No	%
-	-

Men

No	%
-	-

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1068	582	89	1125	14	2864	1438	555	95	754	27	2842

Demand ratio 1:1.1

Dropout 15.49%

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

UGC sponsored free coaching classes for entry in service for SC/ST/OBC (Non-creamy layer) and minority communities is being conducted to our students as well as to others from outside the institution. Library facility is also available. In the library, magazines for competitive examinations are subscribed. Library also provides books for competitive examinations.

Basic computer training is given to physically challenge and economically weaker students by 'Chethana' and Computer Science department as it is a mandatory paper for entry into service for Government jobs.

GK, Bank Exam Books, Panchayat Raj, NET, SLET, ICT training Audio Books are provided to all the needy students from the enabling unit Chethana. Training to face Interviews was also conducted. Special coaching for differently abled students in Typing was conducted by our college enabling unit for physically disabled students.

No. of students beneficiaries

152

5.5 No. of students qualified in these examinations

NET

-

SET/SLET

-

GATE

-

CAT

-

IAS/IPS etc

State PSC

12

UPSC

Others

## 5.6 Details of student counselling and career guidance

- a) Naipunyanidhi ; This skill based training program is launched by Department of Collegiate Education, Karnataka for first year and II year students on Communication Skills and Social Skills. Beneficiaries of Social Skills were 735 students and 600 students were benefitted from communication skills.
- b) STAR program (Standard Training Assessment and Reward scheme): Under this program training was given to 167 students on retailing. The program is launched by DCE, Karnataka.
- c) AAA\*\*\* Learning Services Ltd. gave training on Finance and Accounting, Interpersonal skills for final year B.Com and BBM students. 90 students were selected for interviews.
- c) 117 students participated in the training program on 'Basic Leadership' by Global Shapers Forum Ltd. Organised by DCE, Karnataka
- d) 250 students took the benefit of Workshop on job opportunities conducted by Nielson Pvt. Ltd.
- e) 5 Students participated in a state level conference on job opportunity for SC/ST/OBC in State and Central Government.
- g) Journalism and Communicative English Students were trained in recording and editing by Chethana unit
- h) BU Braille Centre for blinds, Jnanasinchana - Career guidance organised by Chethana for differently abled students.
- i) One day self employment training on flower decoration and Bouquet making was organised for the students which was sponsored by IQAC

No. of students benefitted 1842

## 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
-	-	05	290

5.8 Details of gender sensitization programmes

Mahila Jagruthi Vedike organises regular gender sensitisation programs. Awareness programs were conducted on eve teasing, sexual harassment, domestic violence, workplace harassment etc.

Legal awareness program was conducted by Women cell .Two invited talks by police inspectors gave a detailed account of mobile crimes, eve teasing, strengthening self confidence in girl students.

World Women’s Day was celebrated with great enthusiasm by alumni and blind students of ‘Chetana’ and audio CD on women studies was released by blind the Chief Guest who is a blind Radio Jockey.

Many of our Faculty members have organised and participated as resource persons in gender sensitising public awareness programs.

Our college teachers educate boys to respect women whenever time permits.

Kannada PG students organised a gender orientation program on World Women’s Day. A talk was given by Dr. B.U. Suma, Associate Prof. Department of Kannada on “The nature of body politics in contemporary Indian Socio-political Scenario”

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution *	08	24,000*
Financial support from government	386	16,71,025
Financial support from other sources	20	158024
Number of students who received International/ National recognitions	1	10,000

\*Many teachers pay fees of needy and meritorious students which is not recorded. Most of the departments give award in the form of cash for subject toppers.

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: One of the major grievance was scarcity drinking water facility. As the number of students is increased, existing water filter capacity was not sufficient. Hence Water filter of higher capacity is provided by Department of Collegiate Education has been installed and is being used by all the students.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **-VISION –**

To provide quality education to the youth by focusing on the development of their physical, intellectual, scientific, social and spiritual potentials and foster global competencies in them and to inculcate the qualities of honesty, integrity, tolerance and hard work. Central to our vision is a commitment to create brilliant disciplined builders of our nation and guardians of our heritage, having concern for the humanity as a whole.

##### **-MISSION-**

- ❖ To improve the quality of the curriculum
- ❖ To improve the quality of teaching by developing creative pedagogy
- ❖ To make learning an intellectually enriching experience
- ❖ To promote innovation, creativity and scholarship
- ❖ To inculcate and develop social and moral values among students to enable them to appreciate the diversity and complementarities of human culture
- ❖ To promote high standard professional knowledge and skill among students and teachers
- ❖ To provide an opportunity for students to acquire and cultivate leadership qualities
- ❖ To create an environment for the all round development students
- ❖ To create awareness with regard to gender equity and social justice.

#### 6.2 Does the Institution has a management Information System

Yes

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

##### 6.3.1 Curriculum Development

Bangalore University is introducing 4 Years honours course at degree level (Choice Based Credit System), 13 of our teachers who are on Board of Studies of various disciplines are involved in the curriculum development for CBCS

In addition to the existing certificate courses, Department of Botany has introduced two certificate courses one each on 'Mushroom Cultivation' and 'Medicinal Plants and Herbal formulations'. Department of English is offering two certificate courses viz., 'Soft Skills' and 'Translation', Department of Computer Science is offering a certificate course on Kannada Software. For these self financed certificate courses BOS were constituted with external subject experts on Board and syllabi were framed.

### 6.3.2 Teaching and Learning

Teaching and Learning process is made more effective by adopting following methods by various departments. Production of short films and Radio Programmes by Students, Power point presentations, Wall Magazines, E-library, Special Guest lectures from subject experts, Industrial and field visits, screening of documentary and short films followed by interactions with the experts, Teaching with the help of internet facility, Educational tours, sharing of Knowledge, Group Discussion, Remedial Classes for slow learners, Monthly tests, Assignments, Seminars, Syllabus related Workshops, Soft Skill Training Programmes, Environment friendly Programmes, IQ Test, Aptitude test, brain storming competitions, Awareness Programmes in different disciplines and Moral education Programmes etc. Competitions were held for some of the skills and prizes were given which has inculcated more interest among the students towards academics.

### 6.3.3 Examination and Evaluation

Internal tests, assessment, evaluation is also done through the seminars, group discussions, project in support of syllabus. Preparatory exams are conducted to prepare the students for main examination.

### 6.3.4 Research and Development

Apart from 18 UGC sponsored Minor Research Projects one more MRP is sanctioned by UGC.

27 research papers are published in International/National/State level journals. Out of that 10 papers are published in peer reviewed International Journal with high impact factor and indexed in international databases.

54 Research papers presented at International/National/State level conferences and Symposia.

All the teaching staff members have participated in National level conference. 18 staff members attended International conference and 40 of our teaching staff participated in State level Conference.

3 faculty members have been awarded doctoral degree. One of the faculty members is pursuing PhD under FIP. 19 of our faculty members have registered for Ph.D.

Following National Conferences were organised

1. Dept. of Political Science - 'Impact of Globalisation on Indian Democracy' on 30-10-2013
2. Dept. of History - "Impact of border disputes on society, economy and polity-a Historical perspective" on 7-9-2013
3. Dept. Of Kannada - "Globalisation and Kannada Language" on 14-3-2014
4. Dept. of English - "Use of Technology in Undergraduate English Classrooms" on 4-3-2014

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

ICT-Smart boards, English language lab, Network Resource centre, Internet facility to staff and students, LCD projector, Production of syllabus related and supportive Audio books which is distributed to all the needy and differently abled students of our Institution and other institutions belonging to Bangalore University. Audio books are also available to our students to prepare them for competitive examinations. Initiation is taken to develop digital libraries in all the departments. Counselling cell is also using Audio books. Tally training has been given to students. NRC has trained BBM students in Advertising and management. Counselling cell is also using Audio books. Four more internet connections are added. Around 30 computers will be added to our college to set up business lab utilising UGC funds. CD library has been set up in all the departments. DCE, Karnataka has sanctioned 70 lakhs for the construction of PG block for which foundation stone has been laid. Science departments will be better equipped with expensive instruments like, cooling centrifuge, research microscope attached with camera, spectrophotometer etc.

### 6.3.6 Human Resource Management

Participation and presentation of research paper by faculty at various International, National and state level seminars/ conferences/symposia /workshops in India and abroad.

Publications by faculty members in both refereed and non-refereed, International, National and State Level journals.

Many faculty have Published and edited books in their respective area of interest

By conducting various UGC sponsored and self financed National and state level seminars/ conferences/symposia /workshops, the organising and academic capacities of the faculty are improved.

Faculty working on various committees helps in promoting individual capacities and team work.

Institution has successfully created research ambience by motivating the faculty to take up Minor Research Project.

Faculty members have served as resource persons at various levels and have also shared their academic knowledge as in-house resource persons.

Several faculty members have participated as resource persons and experts on topical issues in electronic and print media.

Various faculty members have been invited as chief guests/Key note speakers in various public and academic programs.

For students: NSS, NCC, Magazine Committee, Red cross, Sports, self financed and UGC sponsored Add-on courses, certificate courses for students which has empowered students.

With the help of the students laboratories and department libraries are maintained.

Student projects, Seminars, MoU with Universal Radio, Government sponsored programs like Sahayog, Placement, Industry Visits, Study tours, Field visits, Computer learning, Environmental awareness programs and Indian constitution.

Add-on course highlight self employment and skill development programs.

Enabling unit for differently abled students and counselling cell is functioning

#### 6.3.7 Faculty and Staff recruitment

It is as per Government of Karnataka rules and roster system is followed. Group D workers are recruited on temporary basis with College Development Council approval.

#### 6.3.8 Industry Interaction / Collaboration

Department of Economics has entered into MoU with Karnataka Silk Industrial Corporation.

Our College Science Forum observed 'World Ozone Day' which was co-ordinated and funded by Karnataka State Pollution Control Board.

Department of Botany has entered into MoU with 'TULASI', a Social Organisation to run the certificate course and co-ordinating with Karnataka State Pollution Control Board to organise a UGC sponsored National Seminar on 'Environmental Degradation and its effect on Sustenance of Life'.

Department of English has MoU with Universal Radio.

#### 6.3.9 Admission of Students

Our college is one of the colleges opted by Department of Collegiate Education for online admission. Students have to submit their application online. Merit lists based on roasted system are announced by DCE, and then those students who are selected will get admission in the college.



## 6.4 Welfare schemes for

Teaching	Group insurance, GPF, Employee insurance is made through Karnataka Government Insurance Department which is mandatory, Pension and Gratuity, Medical re-imburement, Festival advance, EL encashment, KGID and GPF loans, Vehicle loans, House Building Loans, Jobs given to spouse or children of employees on compassionate grounds.
Non teaching	Group insurance, GPF, Employee insurance is made through Karnataka Government Insurance Department which is mandatory, Pension and Gratuity Medical re-imburement, EL encashment, ,Half pay leave, KGID and GPF loans, Jobs given to spouse or children of employees on compassionate grounds.
Students	SC/ST, OBC scholarship schemes, BBMP scholarship, C.V. Raman Scholarship, Free hostel facility for SC/ST students, Stipend, Endowment prizes for subject Toppers Braille books and audio books to differently abled students by Bangalore University etc

6.5 Total corpus fund generated

NIL

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	Result analysis Committee
Administrative	-	-	Yes	DCE, Karnataka

6.8 Does the University/ Autonomous College declare 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?

The reform measures taken up by Bangalore University apply to our Institution. Admission process is made online. OMR sheets are filled during theory and practical examination which avoids delay in result declaration. Online entry of Internal Assessment marks. Final year result is declared within one month after the completion of the examination.

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

Submitted proposal for autonomy

6.11 Activities and support from the Alumni Association

Cultural activities are organised by old students association.

Food and Prizes are sponsored by our college alumni for competitions conducted for differently abled students.

Conducted an intercollegiate student conference on 'Robotics' - The World of Artificial Intelligence which was organised and funded by alumni.

6.12 Activities and support from the Parent – Teacher Association

Parent-teacher meeting will be held once in a semester. Student progression, problems and solutions are discussed. We have organised sports competitions for parents and Prizes were given on the day of celebration of Desi Habba. Many teachers support financially weaker students to pay the fee which has curbed the absence rate.

3-4 times in a month doctors and academic councillors visit the campus which is organised by counselling cell "Sumana". Students, nonteaching staff and teaching staff take the benefit of this. The consultation fees for each visit of doctors are sponsored by the faculty.

6.13 Development programmes for support staff

Account superintendent attended one day training on e-tender process. Computer training is given to support staff. They are given awareness on the problems faced by women in the programs conducted on women empowerment. To keep them in good health, they are also provided with free consultation by the doctors who visit our campus. They also took the benefit of mushroom cultivation workshop conducted in the college by final year B.Sc., CBZ students organised by the department of Botany.

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

Growing and maintaining the trees inside the campus and outside the campus. Awareness is created with respect to various issues related to environment. Plastic usage is reduced. Leaf litter is used for mulching and other organic matter is used in composting. Compost is utilised to enrich our college garden soil. Vermicomposting is practiced and this is also used to fertilise the plants in the Institution. Rainwater Harvesting is another eco-friendly initiative of our college. Biodegradable and non-biodegradable waste is segregated at source. E-Waste is managed using special e-waste dustbin provided by “SAAHA”, a Non Government Organisation. Plastic files are replaced by cardboard files. Students are advised to use paper files and blue book for submission of assignments. Minimal use of chemicals in the laboratories in order to reduce the wastage of chemicals which may pollute the environment. Paper cups, paper tumblers and biodegradable plates (Made of Areca) are used in functions and meetings whenever food is served. Students are strictly instructed not to submit their assignments in plastic folders. Even in the office usage of plastic files is strictly prohibited. No-Vehicle day was observed on 24<sup>th</sup> April-Students and staff came to college by public transport and did not use their own vehicle. YRC has organised Student procession on 22<sup>nd</sup> April to protect environment and make the campus green.

**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.

1. Jnanataranga- It is tele-education through EDUSAT launched by DCE, Karnataka. Edusat is one of the most important programs which has created a positive impact. Through Edusat many lectures related to English Grammar, Environmental Studies, Indian Constitution etc. are live telecasted or recorded and telecasted. Through this program we can interact with higher officials at DCE. Commissioner, Director, Joint Directors and other special Officers at Department of Collegiate Education addressed us on various issues. The programs were telecast live and there was interaction at the end. Any query can be sent through SMS and our higher authorities gave solution on the spot with in the stipulated time. This has saved our time, fuel and paper for attending the meeting at DCE, Bangalore Karnataka.

2. World Ozone day was organised by Science Forum on 16<sup>th</sup> September 2013 in association with Karnataka State Pollution Control Board which has created awareness on environmental issues like Ozone depletion and its effects. Effects of plastic on environment was also discussed which had made us to further reduce plastic usage.

3. IQAC has organised a One Day Regional Level Workshop on “Role of IQAC in teaching pedagogy and reaccreditation”. State TQM member, internationally renowned academician Dr. Gururaja Karajagi gave a talk on ‘Ethics in teaching profession’. This has created a positive impact on the teachers by motivating us for better teaching and to have better relationship with our students which may in turn reflect in good results and making of good citizens.

4. Department of Economics organised State Level unique Economics Fest ‘Arthasambhrama’. Various events like collage, Quiz, Pick and Speak, Role Play etc not only motivated students to know more about the subject with fun but also helped the students to overcome stage fear, participate actively in Group Discussion, innovate their presentation, improve their analytical and communication skills. Students were exposed to challenging task of organising State Level competition. The fest was successful in promoting all round personality development of students it has made the college to organise such events without any hindrance.

5. A workshop on mushroom cultivation was organised by the department of Botany. This was exclusively organised and presented by the students who were trained by the Department of Botany. There was live presentation of the mushroom culture technique to teaching, non-teaching staff and students. This has motivated other students to take up such kind of work and get involved in college activities which are focussed on overall development of the students.

6. National Science Day was observed on 28<sup>th</sup> Feb 2014. Students of Science stream were enlightened on most significant discoveries in Science by Internationally renowned Scientist, eminent speaker, academician, Dr. Gururaj Karajagi who spoke on “Miracles of the Millenium” which has motivated them to score better marks and pursue higher studies and research.

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

According to plan of action, the strategies were put into force successfully by utilising the human resource and technical support

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

Refer Annexure iii

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

7.4 Contribution to environmental awareness / protection

Under the umbrella of our college Science forum, World Ozone Day was observed on Sep 16 which was funded by Pollution Control Board. Intercollegiate poster competition on ozone depletion and effects of ozone depletion was organised. More than 60 students from various colleges of the city participated. Dr. Lakshminarayana, Regional Officer, Karnataka State Pollution Control Board delivered a talk on Ozone depletion and effects of Ozone depletion. This program has created awareness on the effects of ozone even in public as TV and print media coverage was given.

Kannada department organised an invited talk on ‘Atrocities of Man on the Mother Earth’ by famous environmentalist and scientist. A lecture and exhibition was organised on Rain water harvesting by the department of Zoology. Other departments have also organised programs related to environment.

Awareness is created among students in classrooms to conserve natural resources, reduce pollution, and reduce usage of vehicles and use of mass transport. As a result more than 90% of the students commute by mass transport that is BMTC buses. Plantation program is done on the campus and off the campus. Medicinal plants are distributed in the neighbourhood and awareness is created on usage of these medicinal plants. Assignments are given on various environmental issues like Global Warming, afforestation, acid rain, ozone depletion radioactive pollution etc. Documentary shows on environmental issues are a regular practice. The syllabi of various subjects have environment related topics which is creating awareness on environmental issues.

Few of our faculty members have presented research papers related to environment in National conferences.

Ecoclub of our college had organised 'No vehicle Day' on 22-4-2014 and on this day all the staff and students came to college by public transport.

A procession on "Save our planet" taken in the main roads of Vijayanagara was organised by YRC of our college

7.5 Whether environmental audit was conducted?

Yes

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

a) SWOT analysis is done. Refer annexure IV

b) One blind student of our college who is ranked 24<sup>th</sup> at National level has represented Karnataka in National Level Blind Chess Championship. Two blind students have participated in State Level Cricket Tournament

## 8. Plans of institution for next year

To continue other programs which were there previous year.

Braille workshop for low vision students by 'Chethana.'

To train staff and students in Kannada software by Department of Kannada in collaboration with Chethana.

To start the computer academy, 'Unnatthi'.

To conduct National Seminar on Environmental degradation and its impact on sustenance of life.

To conduct interdisciplinary programs.

To conduct preplacement training, spoken English programs.

To conduct workshops for teachers and non-teaching staff on use of business English.

To organize Hindi Kavi Goshti.

To take up new UGC research projects, conduct National level Seminars, certificate course in Industrial chemistry, placement interviews.

To submit LOI for 3<sup>rd</sup> cycle of accreditation .

Name: Dr.Shubha



Signature of the Coordinator, IQAC

Name: Prof. Muthuraju



Signature of the Chairperson, IQAC



**Annexure-I****Government first grade college, Vijayanagar, Bangalore – 560 104**

Calendar of events: Academic year 2013 – 2014

<b>Date</b>	<b>Event</b>
May 6, 2013	Commencements of admissions of Freshers to all UG courses
July 15, 2013	College Re-Opens for I, III & V Semesters, Meeting of HOD's, Pre orientation programme for teachers
July 15,2013	Principal meeting with teaching staff
July 16,2013	Departmental meetings : Time table allotment, Work allotment, Road map of the semester
July 18,2013	Orientation programme for Freshers (I sem_)
July 20, 2013	Formations of Committees and Forums
1 <sup>st</sup> and 2 <sup>nd</sup> Wk of Aug	Meetings and initiation of activities of various forums
August 15, 2013	Celebration of Independence day
Aug 26,2013	Last date for admissions without fine, for freshers
3 <sup>rd</sup> and 4 <sup>th</sup> week of August 2013	Monthly Test
5-09-13	Celebration of Teacher's Day
23-09-13 to21-10-13	Admission approval
Last week of September	Inauguration of : Cultural, Sports, NSS & NCC Committees,
2-10-13	Celebration of Gandhi Jayanthi
23-9-13 to21-10-13	Allotment of Reg. Nos.
18-10-13 to 21-10-13	Preparatory Examinations
28-10-2013	Commencement of practical examination
4 <sup>th</sup> Wk of Oct & 1 <sup>st</sup> Wk of Nov	National conferences ,seminars and Symposium
09-11-2013	Last working day, Staff meeting
18-11-2013	Commencement of theory examination
18-12-2013	Commencement of valuation
16-01-2014	Reopening of even semesters, Staff meeting
17-01-2014	Department meetings, time table, work allotment
3 <sup>rd</sup> wk of Jan	Celebration of Vivekananda Jayanthi
28-02-2014	National Science day Celebration
Last week of Feb	Regional level IQAC Workshop
1 <sup>st</sup> Wk of Mar 2014	UGC sponsored one day English Workshop
1 <sup>st</sup> Wk of Mar	NSS camp
2 <sup>nd</sup> Wk of Mar	Annual Sports Meet
3 <sup>rd</sup> Wk Mar 2014	Commerce & Management Fest
4 <sup>th</sup> Wk of Mar	Desi Habba
28-4-2014	Last date for submission of Internal Marks
3 <sup>rd</sup> Wk of April	Valedictory function
28-04-14 to 30-04-14	Preparatory Examinations
30-4-2014	Last Working Day
01-5-2014	Commencement of vacation
25-6-2014	Re-opening of college

- Any changes in the above said programs and dates are subject to Government holiday declarations, and Bangalore university notifications



**Annexure-II**

**FEEDBACK ANALYSIS 2013-14**  
**(Feedback analysis on a five point scale)**



**Best Practices**

**BEST PRACTICES-1**

**1. Title of the practice**

Awareness, Training, Empower and Sensitize –ATES

**2. Goal**

Creating Awareness, Training, Empower and sensitize the students, teachers and administrative staff to inculcate the values of Vision and Mission of the Institution. With the goal of empowering socially and economically underprivileged girl students, the department of Economics intends to add few more self financed add-on courses that motivate students to become small time entrepreneurs. Setting the goal to empower students, departments of Botany, Computer Science and English initiated self-financed new certificate courses. With the goal of creating awareness about democratic and social values, department of Kannada continues to conduct “Kannada Siri”, a multidisciplinary program. To enable the students to sensitize about the complex social structure, the department of Sociology plans to start UGC sponsored add-on courses in Sociology. To empower students to face challenges and grab opportunities in media the department of Journalism intends to start UGC sponsored add-on courses in the field. IQAC, Science forum, Humanities Forum, Commerce and Management forum are striving towards empowering students to face real life challenges with the existing human and financial resources. The practice also aims at empowering and sensitising teachers and students by creating a congenial environment to carry out research projects.

**3. The Context**

Through varied programs ATES tries to create a definite identity for the Institution. This 27 year old institution has its own heritage and is standing out among all the institutions in Bengaluru. As the Karnataka Government has extended free education facility to girl students in Higher Education, number of girl students admitted to our college has increased logarithmically. Most of these girls are from poor socio-economic background and first generation learners. We have many married girls pursuing higher education in our college whose number is also increasing year after year which is a positive development and these married girls have to shoulder dual responsibilities like motherhood and academics. Because of these challenges they may face difficulties to work outside. To cater to the needs of these girl students who are from diverse background, various certificate courses (UGC sponsored and self financed) are strategically programmed and executed. As most of our students including boys are from underprivileged BPL families and first generation learners, to give equal opportunity and strengthen them with job skills, add-on courses and workshops are designed which metamorphoses them into a complete human being who can face the challenging world and compete with privileged sections of the society.

#### **4. The Practice**

1. Along with 2 UGC sponsored add-on courses in the departments of Sociology and Journalism, other self financed and free certificate courses were started. Department of Economics is offering following self financed job-oriented certificate courses.-a) Kalaroopini Beautician course (3 months course),b)Fashion technology and boutique management (3 months course) c) Doll making (2months course), d) Mehandi application,(1 month course) e)Hand embroidery(2months course), f) Machine Embroidery(3 months course), Glass Painting(2 months course) and g) Jewellery making (1month course).Department of Botany initiated two certificate courses one each on Mushroom cultivation(1 month) and Medicinal Plants and Herbal Formulations (15 Days).Computer Science department has started a course on Translation and English department is offering two certificate courses on soft skills and translation apart from bridge course. Committees were constituted to establish and monitor infrastructure including equipments required to run the respective courses successfully. External experts for each certificate courses engaged theory and practical classes.

2. Oral publicity was given for self financed add-on courses and pamphlets were distributed for UGC sponsored add-on courses. There is a mention of these courses in the prospectus and Website. Students were admitted to the course after submitting their admission forms.

3. The time table was framed in such a way that the add-on course classes were conducted prior or after the regular classes and during holidays and vacation. Both theory and practical classes were handled by external and in-house experts. BOE was constituted and students were assessed on the basis of their assignments, projects, final examination and results. Marks card and certificates were issued to the successful candidates

3."Kannada Siri" conducted by the Kannada department on Thursday of every week aims at upholding the democratic values and designs the programs accordingly. Women sensitisation and environmental awareness programs were conducted which included interactive sessions with activists, documentary shows, special lectures etc. Kannada Siri also addresses the contemporary issues related to environment, terrorism, caste and racism and impact of globalisation on our culture.

4. Workshops organised by various departments conducted in the college helps the students, teachers and staff to achieve expertise in their subjects. To mention a few One day National level UGC sponsored symposium on Human Rights and Environmental Issues; 7 Day Workshop on Inclusive Growth by the department of Economics, covered Socio-economic, Political, legal, Cultural and environmental issues and challenges of inclusiveness.

#### **Constraints or Limitations.**

1. Being a Government College, providing infrastructure and equipments is an extra burden and a very big challenge to run such courses.

2. As most of our students are from poor economic background, they cannot afford to pay heavy fees which made us to run the course by collecting nominal fees from them. This financial constraint holds us back to make the course much more advanced and effective.

3. To run “Kannada Siri” programs, workshops and seminars, special and additional well equipped audio-visual room is required.

### **5. Evidence of success**

The certificate courses run by the department of Economics to train the girl students was a big success. Out of 40 students enrolled for Beautician course 23 students enrolled for Fashion Technology and Boutique Management, 12 for Doll making certificate course, many of them have put the skills learnt to practical use and earning their living. Other certificate course beneficiaries like Mehendi application-14 students; Hand embroidery-6 students; Machine Embroidary-12 students; Glass painting-8 students; Jewellery making-3 students are empowered with the skills which have enabled them to become economically independent. 35 students were benefitted from Mushroom cultivation certificate course and few of them have started it at home. Students who were admitted for certificate course on Medicinal Plants and Herbal formulations got acquainted with the knowledge of herbal remedies for various ailments and can be practiced. Students who have enrolled for UGC sponsored certificate courses in Sociology and Journalism will be admitted to the higher level that is Diploma course after their successful completion of the certificate course.

Benchmark set by ‘Kannada Siri’ to create awareness on contemporary issues related to terrorism, caste and racism and impact of globalisation on our culture are addressed by various programs which created positive impact on more than 150 young minds and teachers every week. Through this program our students today are motivated towards secularism, democratic and ethical values.

Through various workshops, symposia, seminars, conferences, students and teachers from our college and other institutions were sensitised about issues like, Human rights, Environment, gender, caste, racism and inclusive growth.

The impact of sensitisation in the field of research can be seen in the submission of 17 minor research project proposals by the faculty of various departments to UGC and all the submitted projects being accepted and sanctioned by UGC.

### **6. Problems encountered and resources required implementing the practice**

Department of Economics while implementing its flagship self employment, self-financed add-on programmes encountered the major problem of infrastructure and financial resources, though funds were mobilised to start the programmes sustenance was a great challenge as meagre fee was collected from the students as most of them belong to BPL families.

As most of the students start early to the college and not able to carry lunch or not able economically to make use of the canteen on daily basis they have the tendency to leave early and lack enthusiasm to join the course.

Inadequate lab facility to run certificate courses in Botany and computer Science.

All the departments which are offering certificate courses had to face problems in inviting too many outside experts due to financial crunch.

Though large number of students is interested to join the course many of them go to part-time jobs to support the family.

To run Kannada Siri program, a special and exclusive AV room is required with all the necessary electronic gadgets.

To carry out minor research projects exclusive research centre with necessary equipments is required though some of the equipments can be purchased by the UGC fund.

## **BEST PRACTICES-2**

### **1. Title of the practice**

Information Collection and dissemination of information through student assembly, staff meeting, Counselling, Support system creation and Empower- ICSE.

### **2. Goal**

To Collect information, Counsel, Support and empower the differently abled students, married women, slow learners and drop outs. Primary goal of the practice is to collect information from all our students regarding their socio-economic background, physical and mental health status through a well established tutor-ward system. To create support base, students are counselled and their academic needs, social and health requirements including physical and mental health are met through well established systems to empower them to meet the challenges of life. To ensure that no student feels left out appropriate precautions are taken and all the teachers are involved in the system.

### **3. The Context**

Higher education in Government institutions poses serious challenges for the administrators. Students come from economically backward classes and diverse social background which believes in lot of social taboos. The physical, economical and social condition put together will affect the morale of the student. This is where “Chethana” an enabling unit supports visually and physically challenged students and moulds their personalities in a holistic approach. As our college enabling unit, Chethana is encouraging the physically challenged students, the number of physically challenged students admitted to our college is increasing year after year. Poor socio-economic background also forces the parents to marry off their daughters at an early age. Shouldering the dual responsibilities and challenges like pregnancy, motherhood can block the zeal to education. Our counsellors see to it that no such students are dropouts or under

performers. Chethana and Network resource centre were established with the help of UGC grants to provide information, internet surfing, enhance computer knowledge of physically challenged students and married girl's students. The other supporting system- counselling cell, "Sumana" was established to address psycho-social problems faced by students.

#### **4. The Practice**

The college has set up committees for Student Counselling-'Sumana', enabling unit for physically challenged – 'Chethana' consisting of selected faculty members. The information about the activities of these is announced regularly in the assembly, staff meetings so that the information reaches each and every needy student, staff both teaching and non-teaching.

Counselling cell Sumana collects information through Academic counselling Record Sheet through tutor ward system in which 50 students are allotted to each teacher. The teachers were trained in mentoring system. The respective teacher first creates a good rapport with the students and then gives questionnaire to each student and see to it the questions in the questionnaire are answered without any inhibition by promising confidentiality. Cases are identified. Common and simple problems are solved by mentors. Higher level problems are solved by NIMHANS trained teachers and academic counsellors.. Severe problems are referred to psychiatrist. Problems of the married girls are also attended by a gynaecologist. Visit of the specialists are announced in the assembly, notice boards and through class representatives. Apart from Students, teaching and non-teaching staff also take the benefit of this. Drop outs are also counselled and they are assured of good academic environment, financial benefits like scholarships which has made them not to leave the course slow learners are identified and remedial coaching classes are conducted to these needy students.

At the physically challenged enabling unit 'Chethana', the blind and PH students are provided with all the necessary things to face the challenges of life. An audio and Braille library has been set up which has 250 audio and Braille books and CDs to be used by blind students. Braille books, CDs, DVDs, Cassettes, and Daisy Books are purchased and made available to blind students. 'Chethana' has produced 35 audio CDs which includes the study materials for all the subjects including languages for Bangalore University syllabi. Our college teachers and students volunteered to render their voice to record the study materials. Literary books of Kannada and English are also produced. General Knowledge books for competitive examination are another audio book facility extended to our blind students which is also produced here. With the help of Screen reading softwares, blind students are trained in Kannada and English DTP, basic computer operation, to browse the internet which has made them computer literates. Computer literacy training is also extended to physically challenged students, needy girl students. Apart from this special coaching is also given in their subjects. 'Sanchaya', a special Monthly magazine for blind is subscribed. Disabled friendly toilets, Wheel Chair and Security Guard help the disabled students movement. A loveable, caring co-ordinator, special ramp, are other advantages at the college premises which have made the college a perfect study place for physically challenged students.

### **Constraints or Limitations.**

A separate, equipped consultation room with toilet facility for visiting doctors is an immediate necessity. As student counselling cell 'Sumana' is not funded by any authority, finance is a major problem. Supply of Braille books, audio books, and study materials, up gradation of the software, maintenance and replacement of hardware which needs heavy funding is a major challenge to run 'Chethana'. Scarcity of Trained faculty in Screen reading software, for handling Braille books, absence of technical assistance are other limitations.

### **5. Evidence of success**

From 2010-11 batch, among 4 students one is selected through UPSC and employed in Central Government, Two students are pursuing their B.Ed course and one is doing post graduation in economics. From 2011-12 batches out of two students one student is getting central government merit scholarship. He has passed KPSC exam and interview successfully. Because of the success stories of these students, sincere effort of the co-ordinator and the concerned committee the physically challenged particularly visually impaired student strength of our college has increased to 14. Out of these 14 students one has already secured job at Government Primary Health Centre. During 2012-13 and 13-14 student strength increased to 27. Four of our blind students have cleared Karnataka Public Service Commission examination and secured job in Government of Karnataka. Students of other Government and Private degree colleges visit our college for study material in the form of audio books as there is lack of such facilities in their respective colleges. Psychological problems of many students are solved at Sumana which has made many students especially girls and married girls to become confident and independent by overcoming their psychosocial problems. The support systems 'Chethana' and 'Sumana' have helped physically challenged students, girl students and married girl students academically; socially and now they are totally empowered with all the necessary requirements to face the challenges in life and to lead a respectable life in the society. Dropout rate is also reduced when they come to II and III year compared to I year because of counselling by committed teachers. Pass percentage is also increased from II and III year when compared to I year as a result of special coaching given to slow learners.

### **6. Problems encountered and resources required in implementing the practice**

As mobility of the physically challenged students restricted to ground floor, all those classes in which physically challenged students were present were confined to ground floor which has affected other classes. Then ramp was constructed to help the differently abled students which were funded by UGC. Number of computers were also very less with the increase in the number of students. Then some more systems were purchased by UGC fund and DCE, Karnataka has provided two systems along with screen reading software. There was a need of a disabled friendly toilet which was constructed with the help of UGC fund. The counselling cell 'Sumana' is not receiving any financial assistance; it was a big challenge to run it. But with the help of meagre amount taken from College Development Council 'Sumana' has established itself. Teachers of our institution are sponsoring each doctor's visit every week. In the mentoring system, to take students into confidence is an exhaustive exercise for every mentor. But our



college teachers have done it with great patience. As a result many problems of our students are solved at the Institutional level only.

## Annexure IV

### SWOT ANALYSIS

#### STRENGTH

- Team work
- Good personal profile of faculty
- BOS and BOE members
- Highly qualified and committed faculty members, 20 of them are having doctoral degree and one having post-doctoral degree and 19 pursuing Ph.D
- Resourceful library with internet facility, INFLIBNET, having more than 43,000 books, National and International Journals
- ‘Chethana’-Enabling unit for physically disabled has produced Audio books on various subjects and competitive examinations for blind students, Network resource centre , learning centre for blind to use screen reading software
- 18 UGC Minor Research Projects has created Research ambience in the institution
- Student empowerment through various programs like two UGC and Self financed Add-on courses/certificate courses, Personality development programs, Skill development programs, College Magazine, Wall magazine, In- house journals, Sports.
- Teacher empowerment programs like National, State level conferences, seminars, encouraging teachers to participate in faculty development programs, research work.
- Multi-faculty institution
- Excellent location with good transport link surrounded by feeder colleges.
- “Kannada Siri” multidisciplinary program organizes awareness programs on every Thursday through documentary shows
- UGC sponsored free coaching classes for entry into services for SC/ST/ OBC which is extended to public also.
- Student research projects and surveys
- Active NCC, NSS, Youth Red Cross, Scouts and Guides units
- Availability of Network Resource Centre.



- Only Govt. College to offer Communicative English course with well established language lab
- College has National and International level Writers, Scientists with excellent publications in National and International journals having high Impact factor
- Social commitment reflected in the projects and surveys on Problems of elderly persons in old age homes, awareness programs in slums carried out by students guided by our faculty.
- MoUs
- 2F and 12B recognition by UGC.
- Proactive counselling cell 'Sumana' and women's Cell 'Mahila Jagruthi Vedike' are working relentlessly towards the accomplishment of their objective.

### **WEAKNESS**

- ❖ Inadequate infra structure-Class rooms, Labs, Toilets and sports facilities
- ❖ Inadequate teaching staff, non-teaching staff and lab attendees.
- ❖ Overloaded classrooms affect quality of classroom exercise and deliberations
- ❖ Less number of classrooms with smart boards and latest teaching aids.

### **OPPORTUNITIES**

- ✓ The enabling Unit for physically disabled 'Chethana' gives opportunities to blind students to excel academically through audio books produced by 'Chethana', Braille books, networking and the computers are provided with the screen reading software software.
- ✓ Students from diverse Socio-economic background, most of them are from BPL families and First Generation Learners
- ✓ Capacity of extending the Social Network
- ✓ To conduct Add-on courses
- ✓ Entering into MoUs, Collaborations
- ✓ Increased demand for PG and UG courses
- ✓ Well connected by Public transport
- ✓ Opportunity to start Research and Publication wing.

### **THREAT**

- Frequent transfers and deputations of teaching staff

- Mushrooming of degree colleges in the vicinity
- Lack of Hostel facility near the college for both boys and girls.
- High drop-out rate
- Nutrition problems of the students

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## 7. Contact Details

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