

ANNUAL QUALITY ASSURANCE REPORT

Name of the Institution : Sahyadri Arts College, Shivamogga

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, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Sahyadri Arts College
1.2 Address Line 1	B H Road. Shimoga
Address Line 2	B H Road, Vidhyanagara
City/Town	Shimoga
State	Karnataka
Pin Code	577203
Institution e-mail address	sacc.smg@gmail.com
Contact Nos.	08182-240180
Name of the Head of the Institution:	Dr. B S Mahadevaih
Tel. No. with STD Code:	08182-240180
Mobile:	9449400736
Name of the IQAC Co-ordinator:	Sri. Avinash T
Mobile:	9448628511
IQAC e-mail address:	Avinash.tambarasi1@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) _____

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 st Cycle	3 Star		2001	05 years
2	2 nd Cycle	Grade A	3.01	2008	05 years
3	3 rd Cycle				

1.6 Date of Establishment of IQAC:

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

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)

1. AQAR 2008-09 : 12-05-2009
2. AQAR 2009-10 : 17-06-2010
3. AQAR 2010-11 : 15-06-2011
4. AQAR 2011-12 : 25-05-2012
5. AQAR 2012-13 : 03-06-2013

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
 2.2 No. of Administrative/Technical staff
 2.3 No. of students
 2.4 No. of Management representatives
 2.5 No. of Alumni
 2.6 No. of any other stakeholder and
 community representatives
 2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.

Faculty

Non-Teaching Staff

Alumni

2.12 Has IQAC received any funding from UGC during the year?

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

International

National

State

Institution Level

(ii) Themes

Literary Theory, Business and Law, Personality Development, Multilingualism and education: New Challenges, Recent trends in Economics. Economic Empowerment of Women.

2.14 Significant Activities and contributions made by IQAC

- ✓ Academic plan for the present year was chalked out. Committees and cells were constituted and members included.
- ✓ 08 seminars, conferences were organized to supplement syllabus.
- ✓ Faculty members were encouraged to take up minor and major research projects.
- ✓ 16 research papers were published in peer reviewed journals /e-journals.
- ✓ 79 papers were presented in national, international, State level seminars, conferences, etc
- ✓ Blood donation camps, AIDS Awareness, Health Awareness programs were conducted through NSS, NCC, and Red Cross society. E-Campus Drive was taken up.
- ✓ SWO Wing organized intercollegiate cultural fest-Sahyadri Siri.

- ✓ Ten Day training program on BPOs, Medical Transcriptions and Soft Skills was organized by Pathways- Training and Placement centre of the institution.
- ✓ Infrastructural facilities were extended by spending Rs. 23, 41,062.
- ✓ 08 Faculty members participated in Orientation courses and one faculty member in Refresher course.
- ✓ 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
1. It was decided to introduce PG Studies in English.	1. P.G. Studies in English started.
2. It was decided to organize seminars, conferences, special lecture	2. 08 programmes organized during this year.
3. It was decided to encourage faculty members to present papers in International National and University level seminars, conferences and workshops.	3. In total 79 papers were presented in such seminars/workshops.
4. It was decided to carry out extension and co-curricular activities.	4. Students won prizes awards in Sahyadri Utsava- a university level cultural competition. Extension programmes were organized by NSS, BSW and Red Cross wing of the college.
5. It was decided to organize university level sports competition.	5. University level volleyball tournament was held in the college campus.
6. It was decided to strictly follow the academic plan for the entire year	6. Attendance, work diary are maintained by faculty members. Internal tests and university exams conducted transparently.

* 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 No

Provide the details of the action taken

- ✓ P.G. Studies in English started.
- ✓ 08 programmes organized during this year.
- ✓ In total 79 papers were presented in the seminars/workshops.
- ✓ Students won prizes awards in Sahyadri Utsava, a university level cultural competition.
- ✓ Extension programmes were organized by NSS, BSW and Red Cross wing of the college.
- ✓ University level volleyball tournament was held in the college campus.
- ✓ Attendance, work diary are maintained by faculty members. Internal tests and university exams conducted transparently.

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	04	01		
UG	04		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	08	01	01	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	BA, BSW, B.Com, BBM
Trimester	
CBCS	PG Courses

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.

<ul style="list-style-type: none"> ✓ In Language and humanities, communicative-interview-writing skills, cultural studies, gender sensitisation, innovative methods of language teaching, translation topics are incorporated. ✓ Among social sciences, applied economics, technology orientated issues, developing managerial skills; Human Resource Management skills are emphasized. ✓ Cross-cutting issues of gender sensitivity, Human Rights and environmental awareness were integrated. ✓ Studying human rights and environmental science were made compulsory.

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

MA (English) BA (Psychology)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	27	19	01	

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	--	05	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	116	54
Presented	04	68	07
Resource Persons	02	19	08

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

- ✓ Language departments have conducted student seminars and employed non traditional method of teaching. Literary clubs and forums are formed to conduct such activities. Humanities and social science departments have formed their own clubs and forums for the same purpose.
- ✓ The Department of Commerce and Management have conducted management and E- fests.
- ✓ Assignments, group discussion project works, class room seminars are adopted for P.G. and U.G. students.
- ✓ Yoga training, Communicative English and Personality Development programmes are part of syllabi of P.G. Courses.

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)

- ✓ Coding of scripts,
- ✓ Xeroxing of valued scripts,
- ✓ challenge valuation facility Coding of scripts,
- ✓ Xeroxing of valued scripts,
- ✓ challenge valuation, Revaluation and Re-totalling facility
- ✓ Online entry of IA marks
- ✓ Online generation of admission ticket
- ✓ OMR sheets for Indian constitution and Environmental Exams
- ✓ Online filling of challens
- ✓ Online entry of Marks by faculty members in the final examination
- ✓ Tamper proof, Laminated marks cards and degree certificates with photos.
- ✓ Quick announcements of results (within 3-4 days after valuation)
- ✓ Attempt to adopt paperless evaluation process

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

16	06	06
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2.10 Average percentage of attendance of students

85

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	249	37.83%	50.45%	7.20%	4.50%	44.50%
BSW	10	22.22%	77.77%	--	55.55%	90%
BCOM	323	55.08%	40.25%	05.66%	--	49%
BBM	143	77.89%	17.89%	04.21%	20%	66%
MA(ECO)	26	---	46.15%	53.84%	---	100%
MA(POL)	17	05.88%	70.58%	23.52%	--	100%
MCom	37	08.11%	56.76	18.92	16.22	77.08
MBA	03	00	33.33	66.67	00	75

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

Coordinators and members are appointed for various cells/clubs. Periodical internal tests are conducted for monitoring learning process. Evaluation is completed on time and internal marks are displayed on the notice board. IQAC in association with HoDs acts as facilitator in evaluating teaching and learning process

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	03
HRD programmes	01
Orientation programmes	08
Faculty exchange programme	---
Staff training conducted by the university	02
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	01
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	21	Nil	Nil	12
Technical Staff	Nil	Nil	Nil	01

Criterion – III**3. Research, Consultancy and Extension**

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

- ✓ IQAC formed research committee and research cell to carry out research activities in the college.
- ✓ It also accessed research methodology books like M.L.A. hand book to the library.
- ✓ A workshop on research methodology was organized.
- ✓ Minor and major research works were continued.
- ✓ Project writing skills were taught for P.G. students.
- ✓ Faculty members are sensitised about the use of e-journals/websites

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	--	01	--
Outlay in Rs. Lakhs	2,72,700	--	4,12,400	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	05	--	--
Outlay in Rs. Lakhs	90000	3,87,500	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	NIL	06
Non-Peer Review Journals	01	NIL	05
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	03	NIL

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	2011-13	UGC	4,12,400	2,45,400
Minor Projects	---	---	---	---
Interdisciplinary Projects	---	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	---	---	---	---
Any other(Specify)	---	---	---	---
Total	---	---	4,12,400	2,45,400

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	02	05	--	01
Sponsoring agencies		CPE	University/ College		College

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

3.13 No. of collaborations:

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	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
03	--	--	01	--	02	---

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

10

42

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

02

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 75 State level 23
National level --- International level ---

3.22 No. of students participated in NCC events:

University level 104 State level 13
National level 10 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 3
NCC 02 NSS 02 Any other --

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

- ✓ In order to create awareness about the cultural diversity of Karnataka a “Community Awareness Programme” was conducted about the *Kudubi* tribes entitled “**Kudubi Tribes: A Cultural Interface**” on 19.05.2011 at Devangi village, Thirthahally Taluk, Shimoga Dist.
- ✓ To enable the students to showcase their cultural talents in bigger forums, students were trained to participate in group dance programme in “Dasara Youth Festival” on 21.09.2011 at Shimoga.
- ✓ The NCC unit of the college organised Blood donation programme on 30.09.2011. More than 200 Blood groupings were checked and 50 student donors donated the Blood.
- ✓ The NCC unit of the college organised a *Jatha* to create awareness about female infanticide. The *Jatha* emphasized the message of **Save the Girl Child**.
- ✓ The NSS students of college conducted an **Extension Programme on Plastic Free Village at Sampekatte, Hosanagara Tq, Shimoga Dist** on 02.06.2011.
- ✓ The NSS students of college conducted a **Special Lecture Programme by a reformed convict Laxman Tukaram Gole, Maharashtra, on the Importance of Gandhian Thought at District Prison** on 24.10.2011
- ✓ The NSS students of college conducted a **Blood Donation Programme and Special Lecture Programme on Gandhian Philosophy** on 24.10.2011.
- ✓ The NSS students of college distributed **1000 copies (Urdu, Hindi, English, Kannada versions) of Mahatma Gandhi’ Autobiography “My Experiments with Truth” published by Bombay Sarvodaya Society**, to the students of Kuvempu University jurisdiction.
- ✓ The NSS students of college conducted an **Extension Programme on Plastic Free Village at Sampekatte, Hosanagara Tq, Shimoga Dist** on 02.06.2011.
- ✓ The NSS students of college organized a **special lecture and Demo programme on the Prevention of Fire Accidents** on 06.08.2011.
- ✓ The students of the Department of Journalism conducted an extensive study and survey on the following areas. They are 1) The Reach and Access of Mass Media in Hosanagara Taluq: A Study of Nagara Hobli 2) The Resurgence of Radio Popularity: A Study of Red

FM 93.5 Channel in Mysore City 3) The Use of Media in Rural Areas: A Study of Joladal Village Panchayat.

- ✓ The Department of Social Work conducted an **Extension Programme on the occasion of World TB Eradication Day at Bidare Village, ShimogaTq and Dist** on 24.03.2011. A *Jatha* was conducted to create awareness about the prevention of TB among villagers.
- ✓ The students of Department of Social Work visited **Beeranahalli Village to study the Grama Panchayat Administration** on 20.02.2011.
- ✓ The students of Department of Social Work visited **Shimoga Central Prison to study the Prison Administration** on 04.06.2011.
- ✓ Manasa Nursing Home, Shimoga conducted an **Orientation Programme on Symptoms of Psychiatric Disorders by Dr.Ashok Pai, Renowned Psychiatrist, Shimoga** on 09.02.2012 **for the students of Department of Social Work.**
- ✓ The students of **Department of Social Work visited Observation Home, Shimoga and conducted Group activities for the inmates** on 03.03.2012.
- ✓ The Department of Education conducted **a field survey on Rise and Fall of Dropouts at Elementary Education at Kachinakatte village, Shimoga Dist** on 15.01.2012.

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	79.1Acres	---	---	79.1Acres
Class rooms	46	03	Government	49
Laboratories	03	--	---	03
Seminar Halls	02	---	---	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	150	39	University and UGC	189
Value of the equipment purchased during the year (Rs. in Lakhs)	65,50,041	20,25,925	University and UGC	85,75,966
Others	---	---	---	---

4.2 Computerization of administration and library

Computerization is done by procuring various equipments.

Rs. 5,01,997 is spent for computerization in the present academic year.

Rs. 5,77,597 was spent for purchase of UPS (3KV and 5KV)

Rs. 1,81,512 was spent for purchase of Sharp Digital copier and printer

Rs. 1423957 was spent for purchase of 35 units of Acer computers

One LCD TV worth Rs. 29,982 was purchased

One HP Laser printer worth Rs. 18,356 was purchased

Library is partially automated and efforts are being made for complete automation.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Under Graduate						
Text Books	24614	2632110	1450	250688	26064	2882798
Reference Books	17769	452128	96	38352	17865	490480
e-Books	--	--	14	21690	14	21690
Journals	62	75000	--	--	62	75000
e-Journals	--	--	--	5000	--	5000
Digital Database	--	--	--	--	--	--
CD & Video	30	3185	--	--	30	3185
Others (specify)	38	6540	--	--	38	6540

Post Graduate						
Text Books	--	--	--	--	--	--
Reference Books	4541	1552153	1019	382666	5560	1934819
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	49							
Added	78							
Total								

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

Every year the department of computer application trained ii and iii year degree students. Pathways – training centre of the university – organized soft skills programmes for teachers. Internet facility was extended to faculty and students. In the library faculty and students accessed websites / e-journals like Emerald, JSTOR, INFLIBNET, Scribd.com, library.nu and so on for networking.

4.6 Amount spent on maintenance in lakhs:

i) ICT	---
ii) Campus Infrastructure and facilities	18,72,000
iii) Equipments	29,05,000
iv) Others	29,000
Total:	48,06,000

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.
- ✓ U.G.C. funded remedial and coaching classes were conducted.
- ✓ SWO Wing organizes inter-class and inter-collegiate cultural competition.
- ✓ Rs. 2290512 was spent for scholarship, free ships.
- ✓ Bus and Train Pass facility is available in the college.
- ✓ Food at Canteen at subsidized price is provided.
- ✓ Banking and Postal facilities are made available for students.

5.2 Efforts made by the institution for tracking the progression

- ✓ IQAC monitors the activities of different cells.
- ✓ Periodical IA Tests, Classroom Seminars, Assignments, projects are conducted.
- ✓ I.A. Marks displayed on Notice Board to maintain transparency.
- ✓ 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
2709	256	42	--

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	1701	63%		1008	37%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
313	599	151	1707	--	2770	503	596	140	1470	--	2709

Demand ratio 2011-12 (UG)			
	No. of Applications	Admitted	Demand Ratio
BA	650	404	1:1.6
BSW	150	30	1:5
B.Com	885	517	1:1.71
BBM	265	64	1:4.14
2011-12 (PG)			
MBA	40	20	1:2
M.Com.	120	60	1:2
MA (Economics)	91	37	1:2.45
MA (Pol. Sc.)	69	23	1:3
MA (English)	25	09	2.77

Dropout % : 0.44%

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

- ✓ Coaching classes (every Friday and Saturday) were conducted for taking up various competitive examinations for SC, ST and Minority Students.
- ✓ Coaching classes were conducted for writing for Electronic media.
- ✓ Coaching classes were conducted for video recording and editing on 14&15 April 2012.
- ✓ The college in association with “Pathways”, Placement cell of Sahyadri College organized a UGC and CPE sponsored HRD workshop from 03.11.2011 to 05.11.2011. Total number of students benefitted = 214.

No. of students beneficiaries

379

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

- ✓ Academic counselling is done by class teachers and individual departments.
- ✓ Personnel counselling is given by counselling cell by inviting trained counsellor. There are two in-house trained counselling members.
- ✓ Career counselling is done through the career guidance and placement cell. It also conducts Employability Enhance Programmes.
- ✓ Selected students are sent to pathways for career guidance and personality development.
- ✓ One Day Workshop on Stress Management was organized on 20 April 2011.
- ✓ Individual Departments counsel students in the area of Choice of their subject and job opportunities.

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

5.8 Details of gender sensitization programmes

- ✓ Feminism is part of UG and PG Syllabus
- ✓ Special Lectures are arranged for sensitizing students
- ✓ Curricular and Co-curricular activities revolve round Gender Equality
- ✓ Co-education enhances Gender Sensitivity
- ✓ Department of Social Work conducts extension activities to increase Gender Sensitivity
- ✓ Department of Linguistics organized Seven Day Workshop on Language and Gender
- ✓ Women Empowerment Cell conducted programmes on gender sensitization
- ✓ International women's day is celebrated

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Source of support	No. of students	Amount
Financial support from institution	---	---
Financial support from government	778	2162012
Financial support from other sources(UGC/Jindal)	120+03	120000 + 8500 = 1280500
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs:	State/ University level	02	National level		International level	
Exhibition:	State/ University level	02	National level		International level	

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed.

- ✓ Water-Cooler installed for drinking water. Ladies Rest-Room is provided

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

- ✓ Our vision is to make the college as a centre of excellence in teaching, learning, research and outreach programmes with social sensitivity.
- ✓ To sustain and develop cultural activities.
- ✓ To achieve and sustain balanced development of society.
- ✓ To promote vocational and entrepreneurial education.
- ✓ To create a teaching, learning and research environment, through creating space for attaining appropriate knowledge, relevant skills and experiences.

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

- ✓ Faculty are motivated to design and implement certificate courses, organize interdisciplinary seminars and conferences.
- ✓ The college follows the guidelines issued by the statutory regulatory bodies through B.O.S. Academic Council during curriculums revision.
- ✓ Faculty are motivated to take up Research Projects and PhD Guidance
- ✓ Textbook related workshops are organized.
- ✓ Faculty members are on Editorial Board of Textbooks.

6.3.2 Teaching and Learning

- ✓ A comprehensive lesson plan was prepared and it was implemented effectively.
- ✓ Work diary, attendance were maintained for academic monitoring. Inter active learning and collaborative learning was encouraged.
- ✓ Independent learning was also encouraged by assigning students with projects and assignments.
- ✓ Provision for A.V. Aids, L.C.D. projectors, maps, globe, and charts was made.
- ✓ Workshops, special lectures, seminars, field work, industrial visits, internship etc, were promoted.

6.3.3 Examination and Evaluation

- ✓ Coded, fully computerized, automated exams are in place.
- ✓ Scope for revaluation, getting photo copies and re totalling is made.
- ✓ I.A. marks are entered on line.
- ✓ Invigilator Dairy and Absentee statements are generated online
- ✓ Direct online entry of marks secured in Final Examination
- ✓ Quick announcement of results (within two-three days after evaluation)

6.3.4 Research and Development

- ✓ Faculty members have registered for PhD and recognised research guides are guiding research scholars.
- ✓ At present there are 20 faculty members with PhD degree and 06 members are recognised research guides.
- ✓ 01 major and 04 minor research projects are going on.
- ✓ 01 faculty member has completed refresher course and 08 members have completed orientation programmes.
- ✓ 03 faculty members have under gone staff training programme.
- ✓ 01 faculty member has attended summer/winter workshop.
- ✓ 79 papers are presented in national/ state level seminar/ conference/ special lectures.
- ✓ PG students have prepared project works on subject of their choice
- ✓ Library has accessed research methodology text books like MLA hand book
- ✓ E-resources and websites are used for research work

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ Independent well-equipped Building for Library
- ✓ Our institution is a member of N-LIST “National Library and Information Infrastructure of scholarly content” which is working under INFLIBNET (Information and Library Network Centre.) that provides access to electronic journal and electronic books. The faculty and the students can access the resources on the campus and off the campus
- ✓ The membership fee of Rs. 5000 is paid for accessing INFLIBNET resources
- ✓ Well equipped library with 44,489 number of books. Internet facility is made available. Reading room with news papers and magazines are available. Internet, LAN and Net working are made available
- ✓ Separate section for PG and UG students

6.3.6 Human Resource Management

- ✓ The Principal along with the college council manage human resources.
- ✓ The council acts as advisory body and major decisions, grievances are debated upon.
- ✓ The department has its own mechanism to manage human resource.
- ✓ The HOD looks after the entire activity of the department.
- ✓ The assistant registrar is given the responsibility of managing non-teaching staff.
- ✓ SWO looks after the activity of students.
- ✓ The Supervisor oversees the duties and responsibilities of Agency (Ad-hoc) workers
- ✓ Placements and promotions of all employees are administered by the HRM Unit of the parent university.

6.3.7 Faculty and Staff recruitment

- ✓ Faculty and staff recruitment is made by the university in accordance with Government Statutes and UGC norms
- ✓ Notifications are issued by the university in National Newspapers/Websites for new recruitments
- ✓ Interviews are conducted by BOA and selected candidates are approved in Syndicate
- ✓ 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,/BPOs/ industry for field study and survey
- ✓ Collaboration is established with institutions like Cross Domain, Xchanging, CIIL, Mysore, Youth Red Cross, Karnataka, Sahithay Parishat, Shivamogga, Rangayana, Shivamogga, Pathways, Kuvempu University.

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/BSW 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 the parent university issues notification in newspapers/ websites and prospectus
- ✓ Central Counselling method is followed
- ✓ Reservations for Gendered Minority, Physically Challenged , Children of Defence Personnel, SC/ST , NCC, NSS, Kannada Medium, Rural Quota, and Employees Quota is provided

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ✓ Provision for Health and General Insurance ✓ Provision for Provident Fund and Retirement benefits ✓ EL encashment ✓ Medical reimbursement ✓ Sabbatical leave/ FDP program ✓ Group Insurance ✓ Paternity and Maternity leave ✓ Provision for Deduction of premium in salary ✓ Fee concession for employees' children in PG course
Non teaching	<ul style="list-style-type: none"> ✓ Placement and promotion ✓ Provision for Health and General Insurance ✓ Provision for Provident Fund and Retirement benefits ✓ Medical reimbursement ✓ Group Insurance ✓ Paternity and Maternity leave ✓ Provision for Deduction of premium in salary ✓ Fee concession for employees' children in PG course
Students	<ul style="list-style-type: none"> ✓ Bus and Train Pass ✓ Concession and free-ship ✓ Scholarship ✓ Hostel facility for both boys and girls ✓ Food at subsidised price ✓ Easy access to Banking and postal services ✓ Remedial and coaching classes ✓ Prathibha Puraskara ✓ UGC book bank

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	---	-----	Yes	Principal
Administrative	Yes	State audit, Karnataka Govt. Kuvempu University.	----	----

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?

- ✓ Coding of scripts,
- ✓ Xeroxing of valued scripts,
- ✓ challenge and revaluation facility
- ✓ Online entry of IA marks
- ✓ Tamper-proof and laminated Degree Certificate/ Marks card
- ✓ Entry of Marks online by faculty members for tabulation in final examination
- ✓ OMR sheets provided for Indian Constitution and Environmental Science Examination
- ✓ Online generation of Admission ticket
- ✓ Quick announcement of results (within two-three days after evaluation)

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

- ✓ The University encourages affiliated and constituent colleges to attain autonomy
- ✓ Our institution submitted a proposal to UGC to attain autonomy in the year 2008 and UGC Peer Committee visited our college in the year 2009 and recommended autonomous status
- ✓ However the government is still to give us permission

6.11 Activities and support from the Alumni Association

- ✓ Regular annual meeting with alumni is held
- ✓ Feedback is taken from alumnae 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

- ✓ Training in Basic computers given
- ✓ Non-teaching members are deputed to participate in training programs conducted in university
- ✓ Welfare schemes are extended to support staff
- ✓ Computerization of office

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

- ✓ Students and staff are sensitized to make the campus eco-friendly.
- ✓ Every year new saplings are planted to avoid carbon emission.
- ✓ Use of Plastic and tobacco are prohibited in the college zone.
- ✓ NSS and Environmental studies students are trying to upkeep the greenery of the college campus.
- ✓ Vehicles used by faculty/ students follow government emission norms
- ✓ Green Audit is initiated by the Department of Environmental Science
- ✓ Celebration of Vanamahotsava and World Environmental Day
- ✓ Collection of degradable wastes in separate dustbins

Criterion – VII**7. Innovations and Best Practices**

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

- ✓ The use of ICT facility
- ✓ Participatory Learning in the form of class room/ seminars/project/ assignment work
- ✓ Publication of Wall Magazines
- ✓ Communicative Skills and Remedial Coaching Classes
- ✓ Field Survey and Internship
- ✓ Seminars / Conferences through Departmental Forums
- ✓ Writer at Residence Programme and student publication
- ✓ 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. They have also been helpful to induce the values of Graduate attributes. Such activities have created a vibrant academic atmosphere both inside the class room and outside

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

- ✓ It was planned to introduce new PG courses and P.G. Studies in English was started from this year
- ✓ It was planned to organize seminars/ conferences in the college and 08 seminars/ conferences were organized during this year.
- ✓ It was planned to encourage faculty members to present papers in National / International/ State Level Seminars / Conferences / Workshops. Accordingly 79 papers were presented
- ✓ It was planned to encourage students to participate in cultural competitions. Accordingly Students won prizes/ awards in Sahyadri Utsva- University level cultural competition.
- ✓ It was planned to carryout Extension and Outreach Programmes. Extension programmes were organized by Nss, B.sw. and Red cross wing of the college.
- ✓ It was planned to promote sports activities in the college. The students won prizes in intercollegiate level sports competitions. University level volleyball tournament was held in the college campus.
- ✓ It was planned to follow academic plan drawn in the beginning of the year. Accordingly attendance, work diary are maintained and internal tests/ university exams are conducted.
- ✓ Constructive measures have been taken to maintain eco-friendly campus

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

1. Title of the practice: Participatory Learning

2. Goals:

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

3. The Context:

It is a common experience that handling of large class rooms with students of diverse social background has become a major academic challenge. The traditional method of chalk and talk has made students passive in the class rooms. The teaching- learning has become too abstract and out of sync with contemporary society. In this method the ability of learner to learn is taken for granted. Hence it has become imperative to adopt new strategies and methodology of teaching. It is high time that learner centric teaching tools are adopted. In this context, the institution has given top priority to participatory learning. It is resulted in meaningful interaction, where students are enabled to accomplish the learning outcomes in the class rooms.

Participatory learning has given identity, self confidence and space for articulation to learners. It has helped the learner to overcome inferiority complex and a sense of loneliness in the class.

Modern digital tools and ICT enabled teaching- learning techniques are predominantly used in the participatory learning class room. Assignments, class room seminars, project based learning, field study and internship training are also supplementing participatory learning. Screening of film and documentaries, the use of theatre compliment class room teaching and make the learning process extremely effective. This method is contemporary and prepares the learner to face global challenges.

4. The practice:

- ✓ Education has become a maker of society for all the time. Gradually, the primary concern of education is classified to skill development such as three Rs [reading, writing and arithmetic]. It is strongly felt in the modern time; education is not merely to inculcate skills among students. It has realized that the main focus of higher education is to transform skills into socio-cultural competence and information based society are transformed into knowledge based society. In this connection, participatory learning is emerged as a symbol of socialization.
- ✓ To facilitate participatory learning “**Student Faculty Programme**” was initiated, where the MA English students were assigned the task of engaging classes for Undergraduate students.
- ✓ Student Seminars are regularly conducted in the Department of Linguistics and English, where the students are given an opportunity to make presentations
- ✓ The beneficiaries of this practice are rural, socially weaker and vulnerable sections of the society. Participatory learning supports to bridge the gap between socially and economically deprived communities and elites of the society.

Title of the practice: Wall Magazines

Many departments of the institution regularly bring the wall magazines such as ‘*Hejje Gurutu*’, ‘*Dhwani*’, ‘*Seva Spandana*’, ‘*College Times*’, ‘*Sanchalana*’, ‘*Jnana sourabha*’ and ‘*samajamuki*’

(A) Goals:

- ✓ To provide a platform to exhibit the creativity of students.
- ✓ To enable students to review books, film, drama and report writing on contemporary issues.
- ✓ To make students aware of the various fields of expertise like reporting, editing, page making, assignments, project writing and other journalistic aspects.

(B) The Context:

- ✓ Wall magazines are of paramount importance to inculcate literary sensibilities, creative expression, rational temper and critical perspectives among students.
- ✓ Wall magazines supplement learning outcomes and develop a sense of professionalism.
- ✓ To overcome the short comings of writing and presentation skills.

- ✓ The publication of wall magazines leads to participatory learning and promote leadership qualities.
- ✓ Wall magazines inculcate the qualities of social responsibility, logical thinking and research aptitude.

(C) The practice:

- ✓ Wall Magazines are a regular feature of our college. They are produced both in printed and handwritten form. They are brought out in different time schedule. They vary from weekly to fortnightly. The entire process of collection of articles, editing, designing, /writing and distributing is managed by students. The teachers play the role of guides. Though this is a very happy experience, there are many hurdles. The semester scheme and regular internal tests/ examinations come in the way of periodic publication of wall magazines. Financial constraints make students depend upon faculty of respective departments. It is also difficult to sell them in and outside the college. The printing process is also expensive. In spite of this, the students have brought out and produced wall magazines not only periodically but also successfully.

Evidence of success:

- ✓ The publication of wall magazines is a big success. It has been in practice for a long time. Many volumes are brought out in printed form/ hand written form which have shaped the professional career of our students. The leading Kannada news channels and leading news papers have employed our students. The students of the departments of Kannada, English, Journalism, BSW and others are immensely benefited by this practice. Many of them are employed in local news paper and TV channels.
- ✓ The students who were involved in bringing out wall magazine have pursued higher study in the area of film and documentary. There are journalists, poets, novelists, translators and anchors.

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

7.4 Contribution to environmental awareness / protection

- ✓ Studying environmental science is mandatory for UG Students
- ✓ Efforts are on to install Solar Lights
- ✓ Students and staff are sensitized to make the campus eco-friendly.
- ✓ Every year new saplings are planted to avoid carbon emission.
- ✓ NSS and Environmental studies students are trying to upkeep the greenery of the college campus.
- ✓ Vehicles used by faculty/ students follow government emission norms
- ✓ Celebration of Vanamahotsava and World Environmental Day
- ✓ Collection of degradable wastes in separate dustbins
- ✓ Energy conservation through the use of CFL/ Tube lights
- ✓ Use of Plastic and tobacco are prohibited in the college zone.
- ✓ Green Audit is initiated by the Department of Environmental Science

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:

- ✓ Huge Eco-Friendly Campus of 79.1 Acres of Land
- ✓ Wide range of programs offered for students at UG Level
- ✓ Good infrastructural Facilities and well ventilated class rooms
- ✓ Smart class rooms, computer / Language Laboratories with ICT facilities
- ✓ Introduction of PG programs
- ✓ Organization of Seminars/ Workshops / Conferences/ Special lectures
- ✓ Good scope for research related activities
- ✓ Qualified faculty members with PhD/ Phil/ SLET/ NET
- ✓ Programs under colleges with potential for excellence (CPE)
- ✓ Wide range of community oriented extension and outreach programme
- ✓ Huge and Multi-purpose playgrounds
- ✓ Student centric cultural competitions
- ✓ Good library resources with internet facilities
- ✓ Certificate Courses
- ✓ Hostel facilities for both boys and girls
- ✓ Department library with collection of E-books

8. Plans of institution for next year

It is decided to implement the following measures for the next academic year 2012-13:

- ✓ to constitute cells and committees to organize curricular, co-curricular extension and outreach programmes
- ✓ to organize seminars, workshops, special lectures to compliment class room teaching and learning
- ✓ to encourage faculty members to participate and present papers in conferences, workshops and seminars
- ✓ to encourage faculty to participate in curriculum development workshops
- ✓ to encourage faculty to undergo refresher, orientation and H.R.D. programmes
- ✓ to motivate faculty members to take up major and minor projects
- ✓ to organise and promote extension and outreach programme
- ✓ to procure more computers
- ✓ to conduct green audit of our sprawling campus
- ✓ to promote student support services
- ✓ to depute students to conferences, workshops
- ✓ to maintain eco friendly, clean campus

Calendar of events for 2012-13

Sl. No.	Event/Programme	Tentative Schedule	
01	Beginning of the semester	18-06-2012 (Odd Semester) 24-12-2012 (Even semester)	
02	Internal tests	8 th and 12 th week of every semester	
03	Inauguration of student association programmes	3 rd week of September	
04	Sahyadri Siri- Cultural Fest	2 nd week of January	
05	NSS Camp	3 rd week of December	
06	Blood Donation Camp	2 nd week of August	
07	Valedictory of Student Association and Sports Day	3 rd week of April	
08	National festivals	On the scheduled date	
09	Closure of the semester	20-10-2012 (Odd Semester) 23-04-2013 (Even semester)	
10	Examination and Vacation	Odd Semester	21-10-2012 to 23-12-2012
		Even semester	24-04-2013 to 16-06-2013

Name _____ Name _____

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
CPE	-	College with Potential for Excellence
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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