

ANNUAL QUALITY ASSURANCE REPORT**Name of the Institution** : Sahyadri Arts College, Shivamogga**Year of Report** : 2013-14

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

Part – A**1. Details of the Institution**

1.1 Name of the Institution	Sahyadri Arts College
1.2 Address Line 1	B H Road, Shimoga
Address Line 2	B H Road, Vidyanagar
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:	Prof. H Jayadevappa
Tel. No. with STD Code:	+918182-240180
Mobile:	+919741670626
Name of the IQAC Co-ordinator:	Prof. Avinash T
Mobile:	+919448628511
IQAC e-mail address:	avinash.tambari1@gmail.com

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

1.4 Website address: www.sahyadriacs.orgWeb-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:

29 June 2000

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

2011-12

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

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

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 Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	11	International	Nil	National	02
		State	03	Institution Level	06

(ii) Themes

New approaches to Short Stories, Cultural Memory, Multi Culturalism, Counselling, Goal Setting, Media in Contemporary Society, Union Budget,

2.14 Significant Activities and contributions made by IQAC

The following activities were the significant conducted by IQAC:

- ✓ A detailed Academic plan for 2013-14 was chalked out.
- ✓ Committees and cells were re constituted and new members were included.
- ✓ 08 seminars, conferences were organized to supplement syllabus.
- ✓ Faculty members were encouraged to take up minor and major research projects.
- ✓ 13 faculty members are working as Research Guides. 61 research students are working under their guidance.
- ✓ 03 faculty members have received awards.
- ✓ 34 research papers were published in peer reviewed/ non peer reviewed journals /e-journals.
- ✓ 22 books were published.
- ✓ 13 faculties contributed their expertise as Resource person, BOS members and Chair Persons.
- ✓ Blood donation camps, AIDS Awareness, Health Awareness programs were conducted through NSS, NCC, and Red Cross society. E-Campus Drive was taken up.
- ✓ SWO Wing organized intercollegiate cultural fest.
- ✓ Ten Day training program on BPOs, Medical Transcriptions and Soft Skills was organized by Pathways.
- ✓ Infrastructural facilities were extended by spending Rs. 13101440 lakhs.
- ✓ Library resources 3770790+920343 were increased
- ✓ 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. To constitute cells and committees to organize curricular, co-curricular extension and outreach programmes.	1. In the first council meeting the principal constituted 29 committees for the smooth functioning of the institution.
2. To organize seminars, workshops, special lectures to compliment class room teaching and learning.	2. 02 national conferences, 05 state level seminars, 01 university level seminar and 05 college level seminars were organized.
3. To encourage faculty members to publish papers in national, international journals.	3. 12 research papers in international journals, 19 research papers in national journals, were published by the faculty members
4. To encourage faculty members to undertake research projects	4. Two research projects worth Rs. 1,30,000.00 were sanctioned by the UGC. 03 research projects are in progress
5. To establish new class rooms to accommodate PG Classes.	5. 05 new class rooms were established to run MA English and M.Com courses
6. To conduct various extension activities to instil the values of social responsibilities among students	6. a. Child rights theatre camp was organised by the college. b. The NCC Unit of the college organised a jatha against Dowry system. c. The Dept. Of social Work organised an awareness programme on voter's responsibility.
7. To organise communicative and soft skills training programme to the students	7. Communicative and soft skills training programme were conducted for all Post Graduate students

* *Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- In the first council meeting the principal constituted various committees for the smooth functioning of the institution.
- 02 national conferences, 05 state level seminars, 01 university level seminar and 05 college level seminars were organized.
- 12 articles in international journals, 19 articles in national journals, were published by the faculty members
- Two research projects worth Rs. 1,30,000.00 were sanctioned by the UGC. 03 research projects are in progress
- 05 new class rooms were established to run MA English and M.Com courses
- Communicative and soft skills training programme was conducted for all Post Graduate students
- Child rights theatre camp, *Jatha* against Dowry system, Voter's responsibility Blood donation camp, Aids awareness programmes, Road safety programme were conducted to create social awareness among students.
- 06 students were sent as delegates to national conference at NINASAM, Heggodu. 25 students participated in University level cultural fest- Sahyadri Utsava.
- The students of NSS and Environmental Studies were involved in the plantation of saplings. Cleaning up of the Campus was undertaken once in a week by the students.

Part – B**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	05			
UG	04		01	
PG Diploma				
Advanced Diploma				
Diploma	01			
Certificate	02			
Others				
Total	09	01	01	
Interdisciplinary				
Innovative				

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

UG: Semester

PG: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Yes
Trimester	
Annual	

1.3 Feedback from stakeholders*

Alumni Parents Employers Students *(On all aspects)*Mode of feedback: Online Manual Co-operating schools (for PEI) **Please provide an analysis of the feedback in the Annexure*

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

- ✓ 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: Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	48	22	25	01	

2.2 No. of permanent faculty with Ph.D 33

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	-	-	-	-	-	-	-	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	07	75	41
Presented papers	06	55	14
Resource Persons	--	84	44

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

- ✓ The faculty members, along with chalk and talk method of teaching, adopted modern interactive method of teaching.
- ✓ Departmental libraries and E- books were used to promote Teaching-Learning
- ✓ ICT promoted teaching methodology was encouraged.
- ✓ AV rooms, LCD projector, E-podiums, auditoriums were provided to promote new teaching methodologies.
- ✓ Assignments, projects, class seminars, internship, practical exams, paper presentation, open forum debates, wall magazine for creative expressions were promoted.
- ✓ Internet facility and e- library resources were accessed to gain information/ knowledge.
- ✓ The students were made to use important websites/ journals like scribd.com, INFLIBNET, j-store, library.nu and so on to get information.
- ✓ The use theatre, films, documentaries were used as part of teaching learning.
- ✓ Journalism and BSW students were made to take up field visits and surveys.
- ✓ Experts from others institutions were invited and special lectures were arranged to compliment class room teaching.

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

180

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

- ✓ Bar 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 Challan
- ✓ 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

12

06

06

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	331	43.08%	47.39%	04.21%	20%	66%
BSW	38	09.67%	74.19%	--	--	81.57%
BCOM	419	40.12%	15.21%	08.73%	35.92%	74%
BBM	109	44.87%	37.89%	10.25%	08.97%	72%
MA(ECO)						
MA(POL)	20	30%	40%	30%	--	100%

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

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

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	--
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	02
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	19	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

- ✓ The IQAC, being the leader of the institution has given priority for research, consultancy and extension programmes. It has promoted and encouraged faculty members to take up minor and major research projects. The faculty members are motivated to participate/ present research papers in national and international conferences, seminars, workshops.
- ✓ 104 papers were presented during this academic year.
- ✓ Assignment and project reports are part of PG syllabus.
- ✓ Collaborations are established to organise seminars, workshops, extension and outreach activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	02	--	--
Outlay in Rs. Lakhs	--	4,76,000	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	03	02	--
Outlay in Rs. Lakhs	--	2,65,000	1,30,000	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	09	02
Non-Peer Review Journals	06	09	06
e-Journals	04	01	NIL
Conference proceedings	04	08	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				
Minor Projects	2013-14	UGC	1,30,000	90,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other-Workshop	2013-14	UGC	4,52,000	3,39,000
Total			5,82,000	4,29,000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	02	03	01	05
Sponsoring agencies	--	UGC	College	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
01	--	01	--	--	--	--

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC: Nil

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

3.25 No. of Extension activities organized

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

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

- To create awareness about **Child Rights** a **Theatre Camp** for children was organised. The children of Shimoga city enacted a play “We want Justice” (*Namage Nyaya Beku*) on 2.02.2014.
- A summer camp for children of Shimoga was organized. The participants of the camp staged a play “*Heddayana*” on 25.04.2014.
- The students of NCC unit conducted Blood donation programme once again on 12.09.2013. More than 210 Blood groupings were checked by the volunteers. 57 students donated the Blood. The NCC cadets took a lead in a *Jatha* which highlighted the need for **Anti Dowry Movement**.
- The Students of Department of Social Work participated in the awareness programme on **Child Protection conducted by Integrated Child Protection Scheme of Women Child Development Department, Govt of India** on 13&14 March 2013.
- The Students of Department of Social Work participated in the interactive session organized by *Samanwaya*, NGO, Shimoga on **Nation building and responsibilities of the voters to elect the right candidates in Parliamentary Elections 2014**.
- **The Department of Information and Publicity in association with of the Department of Social Work conducted an awareness programme on Voters Responsibility** on 12.04.2014.
- The Department of Social Work conducted a State Level Social Work Camp for the villagers of Sarala Village, Tirthahalli Tq, Shimoga Dist from 21.02.2014 to 25.02.2014.
- The **Department of Social Work in collaboration with Environmental Study Centre Santhekadur, Shimoga Dist conducted a school survey to identify Green Schools** on 16.01.2014.
- The Department of Social Work conducted an **awareness programme among citizens by cleaning the bus stands** in Shimoga city on 09.01.2014.

- The students of the Department of Journalism conducted an extensive study and survey on the following areas. They are 1) The Utilizaion of Moble among Muslim Women: A Study of Tippunagar 3). The use of mobile Telephones by students at Girls Hostel: A Study of Shimoga City.
- Red Cross Unit of the college a University Level One day Workshop for Degree College Students about the **Role of Youth during Natural Calamities: An Experience of Uttarakhand Flash Floods** on 21.03.2014
- Red Cross Unit of the college organised One day workshop for Health Check up of College students on 28.10.2013
- Red Cross Unit of the college organised a University Level workshop for Degree College Students about **Health Awareness among Youth** on 29.10.2013

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	51	05	Government	56
Laboratories	03	--	--	03
Seminar Halls	02	--	--	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	250			250
Value of the equipment purchased during the year (Rs. in Lakhs)	1,09,17,028			1,09,17,028
Others				

4.2 Computerization of administration and library

- ✓ Office of the principal was automated in the academic year 2007-08.
- ✓ Library is partially automated and efforts are made for complete automation.
- ✓ 49Acer computers, 01 Laptop, 03, E- podium, 1 LCD TV, 2UPS of 5 KVA , Sharp Digital Copier Printer, 2 Sharp Air Conditioners, 1 Laser Colour Printer and 2 Digital Class Rooms were procured to computerise the office of principal.

4.3 Library services:

Under Graduate

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27072	3108383	692	163286	27764	3271669
Reference Books	17881	517256	05	980	177886	518236
e-Books	14	21690	--	--	14	21690
Journals	89	103736	28	40713	117	144449
e-Journals	--	10000	--	5000	--	15000
Digital Database	--	--	--	--	--	--
CD & Video	30	3185	--	--	30	3185
Others (specify)	38	6540	--	--	38	6540

Post Graduate

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	--	--	--	--	--	--
Reference Books	6505	2356124	767	397774	7272	2753898
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	108	108	2MBPS	Library, Computer & Language Lab				
Added								
Total								

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

- ✓ Every year the Department of Computer Application trains 2nd and 3rd year degree students in Computer Skills.
- ✓ Pathways – training centre of the university – organized soft skills programmes for teachers. Internet facility was extended to faculty and students.
- ✓ The faculty and students were encouraged to access e-journals, e-libraries and websites like J-stor, INFLIBNET, Scribd.com, Library.nu, e-notes and others

4.6 Amount spent on maintenance in lakhs :

i) ICT	---
ii) Campus Infrastructure and facilities	21,20,000
iii) Equipments	11,76,000
iv) Others	82,000
Total :	33,78,000

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, UGC funded remedial and coaching classes. SWO organizes several functions for the support of students. Scholarship, free ships, banking and postal facilities extended to students.

5.2 Efforts made by the institution for tracking the progression

- ✓ IQAC monitored all the activities of these cells intensely.
- ✓ Constant efforts are being made to check the progress of the students by monitoring teaching and evaluation.
- ✓ Feedbacks are taken from the students.
- ✓ As per their feedback, necessary measures are taken.
- ✓ There are two way tracking methods:
 - A) Academic progress is monitored by the departments in their regular departmental meetings.
 - B) Institutional monitoring system.
- ✓ The principal tracks the academic progress in regular council and staff meetings.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2787	353	70	

(b) No. of students outside the state

01- Ph,D

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1517	54%		1270	46%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
664	617	90	1344	--	2715	738	644	97	1308	--	2787

Demand ratio

2013-14 (UG)			
	No of Applications	Admitted	Demand Ratio
BA	730	393	1:1.85
BSW	100	27	1:3.70
B.Com	850	582	1:1.46
BBM	320	113	1:2.83
2013-14 (PG)			
MBA	46	18	1:2.55
M.Com	120	64	1:1.87
MA (Economics)	115	30	1:3.83
MA (Pol. Sc.)	70	30	1:2.33
MA (English)	185	37	1:5.0

Dropout %: 3.01

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
- ✓ The college in association with "Pathways", Placement cell of Sahyadri College organized a UGC and CPE sponsored HRD workshop. Total number of students benefitted-214.

No. of students beneficiaries

300

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

- ✓ Arivu-Neravu for new-comers was arranged for BA, BCom, BBM and BSW students
- ✓ There are two trained counsellors in our institution
- ✓ Stress management program was organized by the counselling cell
- ✓ Personal counselling was done in the areas of anger, loss of concentration, loss of energy, nervousness, fear psychosis, insecurity, depression and forgetfulness
- ✓ 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.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	157	05	25

5.8 Details of gender sensitization programmes

- ✓ Feminism is part of UG and PG syllabus
- ✓ The curricular and c-curricular activity revolve round gender related issues
- ✓ The institution has adopted co-education which enhances gender sensitivity
- ✓ Poetry reading sessions are arranged by inviting renowned poets / writers like Nadoja Sara Abubakar, Vaidehi and others
- ✓ Women Empowerment Cell and Grievance Redressel cells are constituted specifically for addressing gender related issues
- ✓ Women cell conducted programmes of gender sensitization to motivate and create awareness among students.
- ✓ The Parent University (Kuvempu University) has constituted Women Resource Centre
- ✓ 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

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	667	16,52,026
Financial support from other sources(Jindal)	01	4,200
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level Exhibition: State/ University level National level International level 5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

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

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

6.1 State the Vision and Mission of the institution

- ✓ Our vision is to provide excellent environment of educational expertise with human values tempered by social commitment.
- ✓ To develop leadership quality amongst students with emphasis on values like bold, courageous and selfless managerial qualities.
- ✓ To make the college a centre of social justice by creating an environment for the discussion and implementation of social issues relevant to the contemporary world.
- ✓ To make the college a centre of excellence in teaching, learning, research and outreach programmes with social sensitivity
- ✓ To make Liberal Arts, Commerce and Management courses contemporary and accessible
- ✓ Promoting institution-industry interaction and collaboration at all levels
- ✓ To transform guiding vision into action through a community of teachers who are professionally competent and morally upright
- ✓ To achieve and sustain balanced development of society and to empower socially and economically vulnerable sections of society
- ✓ To inculcate employability and entrepreneurial skills
- ✓ To encourage innovative practices and ICT assisted learning – teaching process
- ✓ To equip students to meet global-local challenges and emerging trends
- ✓ To promote transparent governance and able leadership
- ✓ To sustain and develop cultural and extension activities

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

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

6.3.1 Curriculum Development

- ✓ Our faculty members are on BOS/ BOE of University / Autonomous College
- ✓ Some members are on Text Book Editorial Committee
- ✓ Multidisciplinary contents are integrated in the syllabus
- ✓ 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.
- ✓ Text book related workshops are organized

6.3.2 Teaching and Learning

- ✓ A comprehensive Academic Plan was prepared and it was implemented effectively
- ✓ Work diary, attendance were maintained for academic monitoring
- ✓ Internal Assessments and University Examinations are conducted for continuous evaluation
- ✓ Interactive learning and collaborative learning was encouraged
- ✓ Independent learning was also encouraged by assigning students with projects and assignments
- ✓ Provision for A.V. Aids, L.C.D. projectors, maps, globe, and charts were made
- ✓ Workshops, special lectures, seminars, field work, industrial visits, internship etc. were promoted
- ✓ Open Core Student Seminars are arranged
- ✓ Students are deputed to external organizations like NINASAM

6.3.3 Examination and Evaluation

- ✓ Bar coded, fully computerized, automated examinations are in place.
- ✓ Scope for revaluation, getting photo copies and re-totalling is made.
- ✓ I.A. marks are entered online.
- ✓ 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)
- ✓ OMR Sheets are introduced for Indian Constitution and Environmental Science
- ✓ Online generation of examination hall ticket
- ✓ Tamper Proof and laminated marks cards and degree certificates
- ✓ Absentee Statements are entered online

6.3.4 Research and Development

- ✓ At present there are 32 faculty members with PhD degree and 15 members are recognised research guides, guiding 70 PhD scholars.
- ✓ 01 major and 08 minor research projects are in progress
- ✓ 03 faculty members have completed refresher course and 01 member has completed orientation programme
- ✓ 02 faculty members have attended summer/winter workshop.
- ✓ 25 papers are presented in national/ state level seminar/ conference/ special lectures
- ✓ PG students have prepared project works on various topics of their subjects
- ✓ 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. 15000 is paid for accessing INFLIBNET resources
- ✓ Well equipped library with 45,124 number of books for UG and 2,659 for PG.
- ✓ 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 resource.
- ✓ 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

- ✓ 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

6.3.9 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
- ✓ Provision for Payment Quota is made

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 LIC and Home Loan premium in salary Component ✓ Fee concession for employees' children in PG course
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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) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	--	--	Yes	Principal
Administrative	Yes	State audit, Govt of 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?

- ✓ 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 autonomous status
- ✓ Our institution submitted a proposal to UGC to attain autonomy in the year 2009 and UGC Review Committee visited our college in the year 2010 and favourably reviewed

6.11 Activities and support from the Alumni Association

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

6.12 Activities and support from the Parent – Teacher Association

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

6.13 Development programmes for support staff

- ✓ 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

- ✓ Studying Environmental Science is mandatory for UG Students
- ✓ Students and staff are sensitized to make the campus eco-friendly.
- ✓ Every year new saplings are planted to avoid carbon emission.
- ✓ Use of Plastic and tobacco are prohibited in the college zone.
- ✓ NSS and Environmental Science 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 Environment 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/ student seminars, projects/ 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

02 National Conferences, 05 State Level Seminars, 01 University Level Seminar and 05 College Level Seminars were organized.

12 articles in international journals, 19 articles in national journals, were published by the faculty members

Two research projects worth Rs. 1,30,000.00 were sanctioned by the UGC. 03 research projects are in progress

05 new class rooms were established to run MA English and M.Com courses

Communicative and soft skills training programme was conducted for all Post Graduate students

Child rights theatre camp, *Jatha* against Dowry system, Voter's responsibility Blood donation camp, Aids awareness programmes, Road safety programme were conducted to create social awareness among students.

06 students were sent as delegates to national conference at NINASAM, Heggodu. 25 students participated in University level cultural fest- Sahyadri Utsava.

The students of NSS and Environmental Studies were involved in the plantation of saplings. Cleaning up of the Campus was undertaken once in a week by the students.

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

Title of the practice:

- ✓ Class seminars, assignments and project writing

Goals:

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

Context:

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

**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 Environment 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 large number of Seminars/ Workshops / Conferences/ Special lectures
- ✓ Good scope for research related activities
- ✓ Qualified faculty members with PhD/ M.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

Weakness:

- ✓ Less permanent faculty
- ✓ No publication of journal by the institution
- ✓ Weak student database
- ✓ Lack of funds through collaboration and MoU
- ✓ Lack of industry exposure
- ✓ Lack of staff quarters and guest house
- ✓ Average pass percentage

Opportunity:

- ✓ Further scope for expanding infrastructural facilities
- ✓ Opportunity to organise international seminars/conference/workshops
- ✓ Opportunity to pursue PG and Ph.D degrees on the campus
- ✓ Opportunity to attain autonomous status
- ✓ For self employment and entering private/public/corporate sectors
- ✓ To introduce new PG courses and add on courses

Challenges:

- ✓ To have completely automated administrative system
- ✓ To overcome lack of funding through collaboration and MoUs
- ✓ To handle large class rooms
- ✓ To overcome inadequate permanent faculty
- ✓ To overcome poor linguistic and communicative skills of students
- ✓ To meet growing demands of industry and corporate sectors
- ✓ To provide accommodation for girl students in ladies hostel
- ✓ To overcome public pressure to give admission to all students in commerce

8. Plans of institution for next year

- ✓ Organising seminars, conferences, workshops, symposium, special lectures, field survey and so on under CPE
- ✓ Chalking out academic plan for the next year which includes admission, IA tests, university examinations, research projects and sports and other co-curricular activities
- ✓ Expanding infrastructure and A/V rooms
- ✓ Encouraging minor and major research projects
- ✓ Organising interclass / intercollegiate cultural competitions
- ✓ Deputing students to cultural organisations
- ✓ Organising national seminar on media and society
- ✓ Counselling under ARIVU-NERAVU
- ✓ Conducting personality and skill development programmes
- ✓ Organising communicative skill programme for PG students
- ✓ Basic computer training programme for students
- ✓ Organising traffic awareness and blood donation camps
- ✓ Organising annual village camps
- ✓ Organising workshop on Preparation of Glossary
- ✓ Maintaining of eco-friendly campus

Calendar of events for 2014-15

Sl. No.	Event/Programme	Tentative Schedule	
01	Beginning of the semester	30-06-2014 (Odd Semester) 01-01-2015 (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	31-10-2014 (Odd Semester) 30-04-2015 (Even semester)	
10	Examination and Vacation	Odd Semester	01-11-2014 to 31-12-2014
		Even semester	01-05-2015 to 29-06-2015

Name _____ Name _____

Dr. S Siraj Ahmed

Dr. H. Jayadevappa

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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