# ANNUAL QUALITY ASSURANCE REPORT

Name of the Institution : Sahyadri Arts College, Shivamogga

**Year of Report** : 2015-16

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 Sahyadri Arts College 1.1 Name of the Institution B H Road, Shimoga 1.2 Address Line 1 B H Road, Vidyanagar Address Line 2 Shimoga City/Town State Karnataka 577203 Pin Code sacc.smg@gmail.com Institution e-mail address 08182-240180 Contact Nos. Prof. M.B. Mahawarkar Name of the Head of the Institution: +918182-240180 Tel. No. with STD Code: +919741670626 Mobile: Dr. M.K. Veena Name of the IQAC Co-ordinator: +919731160379 Mobile: veenamegaravalli@yahoo.com IQAC e-mail address: 1.3 NAAC Track ID (For ex. MHCOGN 18879) KACOGN10118 1.4 Website address: www.sahyadriacs.org Web-link of the AQAR: For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

# 1.5 Accreditation Details

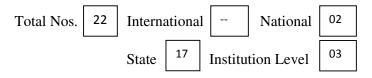
Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	3 Star		2001	05 years
2	2 <sup>nd</sup> Cycle	Grade A	3.01	2008	05 years
3	3 <sup>rd</sup> Cycle				

1.6 Date of Establishment of IQAC:	29 June 2000
1.7 AQAR for the year (for example 2010-11)	2015-16
1.8 Details of the previous year's AQAR submitted Accreditation by NAAC ((for example AQAR 2010)	
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 6. AQAR 2013-14 : 15-01-2015 7. AQAR 2014-15 : 29-03-2016 8. AQAR 2015-16 : 20-07-2016	
1.9 Institutional Status	
University State Cen	tral Deemed Private
Affiliated College Yes	No
Constituent College Yes	√ No □
Autonomous college of UGC Yes	No
Regulatory Agency approved Institution	Yes No No
(eg. AICTE, BCI, MCI, PCI, NCI)	
Type of Institution Co-education $\sqrt{}$ Men	
Financial Status Grant-in-aid UGO	$C 2(f) \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \$
Grant-in-aid + Self Financir	
1.10 Type of Faculty/Programme	
Arts V Science Commerce	✓ Law PEI (Phys Edu)
TEI (Edu) Engineering Health	Science Management

1.11 Name of the Affiliating University (for the	Colleges)	Kuvempu University
1.12 Special status conferred by Central/ State G	Sovernment U	JGC/CSIR/DST/DBT/ICMR etc
Autonomy by State/Central Govt. / University	ity	
University with Potential for Excellence	V	UGC-CPE √
DST Star Scheme		UGC-CE
UGC-Special Assistance Programme		DST-FIST
UGC-Innovative PG programmes		Any other (Specify)
UGC-COP Programmes		
2. IQAC Composition and Activities		
2.1 No. of Teachers	08	
2.2 No. of Administrative/Technical staff	01	
2.3 No. of students	01	
2.4 No. of Management representatives	01	
2.5 No. of Alumni	01	
2. 6 No. of any other stakeholder and		
community representatives	01	
2.7 No. of Employers/ Industrialists		
2.8 No. of other External Experts		
2.9 Total No. of members	13	
2.10 No. of IQAC meetings held	05	
2.11 No. of meetings with various stakeholders:	No. 01	Faculty 02
Non-Teaching Staff Students 01	Alumni	01 Others
2.12 Has IQAC received any funding from UGC	C during the ye	ar? 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



(ii) Themes

Personality development, Post Modernism, Counselling, Women Representation in Politics, Social Movements, Violence in Subcontinent, Ambedkar Thought, on Saint. Kanakadasa, Tribal Epics, Media and language Representation

# 2.14 Significant Activities and contributions made by IQAC

The following activities were the significant activities conducted by IQAC:

- ✓ A detailed Academic plan for 2015-16 was chalked out.
- ✓ Committees and Cells were constituted and new members included.
- ✓ Purchase of computers, Networking, Roofing for Open Theatre, Vehicle Stand, Ramp, Rain Harvesting, Solar Lamp Installation were undertaken
- ✓ 20 faculty members are working as Research Guides. 112 research students are working under their guidance.
- ✓ 23 research papers were published in peer reviewed/ non peer reviewed
  journals /e-journals.
- ✓ 18 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 CrossUnit. E-Campus Drive was taken up.
- ✓ SWO Wing organized Intercollegiate Cultural Fest.
- ✓ 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.	Preparation for NAAC		Regular meetings held and experts
2.	Infrastructure Development	2.	were invited for guidance Purchase of Computers, Networking, Roofing for Open Theatre, Vehicle Stand, Ramp, Rain Harvesting, Solar Lamp Installation etc were undertaken
3.	To constitute cells and committees to organize curricular, co-curricular extension and outreach programmes.		In the first council meeting the principal constituted 30 committees for the smooth functioning of the institution.
4.	To organize seminars, workshops, special lectures to compliment class room teaching and learning	4.	22 seminars were organised
5.	To encourage faculty members to undertake research projects		One minor research projects worth Rs. 1,75,000 were sanctioned by the UGC. 05 research projects are in progress
6.	To conduct various extension activities to instil the values of social responsibilities among students		<ul> <li>a. Ambedkar Jayanthi, Vivekananda</li> <li>Jayanthi, Ghandi Jayanthi were celebrated.</li> <li>b. The NSS Unit of the college organised Intercollegiate Camp</li> <li>c. The Dept. of social Work organised</li> <li>7-Day Village Camp in Sigandur</li> </ul>
7.	To organise communicative and soft skills training programme to the students	pro	Communicative and soft skills training gramme were conducted for all Post aduate students

<sup>\*</sup> Attach the Academic Calendar of the year as Annexure.

2.16 Whether	the AQAR was placed in statutory body  Yes  No					
Ma	nagement Syndicate Any other body					
Prov	vide the details of the action taken					
✓ I	Regular Meetings held and experts were invited for guidance					
✓ I	Purchase of Computers, Networking, Roofing for Open Theatre, Vehicle					
5	Stand, Ramp, Rain Harvesting, Solar Lamp Installation etc were undertaken					
✓ I	n the first council meeting the principal constituted 29 committees for the					
S	smooth functioning of the institution.					
✓ 2	22 seminars were organised					
✓ (	One Minor Research Projects worth Rs. 1,75,000 were sanctioned by the					
Ţ	JGC. 05 research projects are in progress					
✓ A	Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi was celebrated.					
✓ 7	The NSS Unit of the college organised Intercollegiate Camp					
✓ 7	The Dept. of Social Work organised 7-Day Village Camp in Siganduru					
✓ (	Communicative and soft skills training programme were conducted for all					
I	Post Graduate 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			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	09			
Interdisciplinary				
Innovative				

1 2	(i) Flexibility	of the C	'urriculum:	CRCS/Core	/Flective	ontion / One	n ontions
1.4		OI LIICA.			/ I /IL/L/II VL	ODDION / <b>CO</b> O	11 (11)11(11)15

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	V
(On all aspects)			
Mode of feedback: Online	Manual √	Co-operating	g schools (for PEI)

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.
  - ✓ Syllabi is regularly updated by Kuvempu University keeping in mind the growing demands of contemporary society
  - ✓ Studying Indian Constitution and Environmental Science were made compulsory.
- 1.5 Any new Department/Centre introduced during the year. If yes, give details: Nil

## Criterion - II

# 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	22	26	01	

2.2 No. of permanent faculty with Ph.D

32

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

Asst. Profe	ssors	Assoc		Profe	ssors	Other	:S	Total	
R	V	R	V	R	V	R	V	R	V
-	05	-	-	-	-	-	-	-	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

94	 

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Others
Attended	03	12	16	18
Presented papers	04	08	14	19
Resource Persons		05	28	

- 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.
  - ✓ Theatre, Films, Documentaries were used as part of teaching learning.
  - ✓ Journalism and BSW students were made to take up field visits and surveys.
- 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)
  - ✓ Central evaluation
  - ✓ Online entry of IA marks
  - ✓ Evaluators ID
  - ✓ Bar coding of scripts,
  - ✓ Xeroxing of valued scripts,
  - ✓ Challenge valuation, Revaluation and Re-totalling facility
  - ✓ 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
- 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	Pass %
BA	267	76%
BSW	22	100%
BCOM	501	41%
BBM	103	72%
MA(ENG)	35	100%
MA(ECO)	26	100%
MA(POL)	22	87%

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

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

# 2.13 Initiatives undertaken towards faculty development

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

# 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	
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
  - ✓ Kuvempu University sent an expert review committee to evaluate research facilities in the college.
  - ✓ The IQAC, being the apex body of the institution has given priority for research, consultancy and extension programmes. It has promoted and encouraged faculty members to take up minor and major research projects. The faculty members are motivated to participate/ present research papers in national and international conferences, seminars, workshops.
  - ✓ IQAC promoted collaboration and linkages
  - ✓ Assignment and project reports are part of PG syllabus.

# 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		3,46,000		

# 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		03	01	
Outlay in Rs. Lakhs		2,65,000	1,75,000	

# 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	07	
Non-Peer Review Journals	01	17	06
e-Journals	01		
Conference proceedings	01	02	

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	2015-16	UGC	1,75,000	1,20,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the				
University/ College				
Students research projects				
(other than compulsory by				
the University)				
Any other-Workshop				
Total			1,75,000	1,20,000

3.7 No. of books published i)	With ISBN No. 13	Chap	ters in Edited Books	33		
ii) Without ISBN No. 02  3.8 No. of University Departments receiving funds from						
UGC-S		Scheme/fi	DST-FIST unds			
C	nomy CPE PIRE CE	Y	DBT Star Scheme Any Other (specify)			
3.10 Revenue generated through	consultancy	il				

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	others
Number		06	09		07
Sponsoring agencies		UGC Kanaka Adhyayana Kendra, Karnataka Sahitya Academy	UGC-CPE Samudaya		Self

3.12 No. of faculty served as experts, chairpersons or resource persons												
3.13 No. of collaborati	3.13 No. of collaborations Interr				N	ationa	.1		38	other	٧	
3.14 No. of linkages cr	reated	during this ye	ear									
3.15 Total budget for research for current year in lakhs:												
From funding agency 1,75,000 From Management of University/College												
Total		,75,000										
3.16 No. of patents re	ceived	this year										
	Typ	e of Patent			N	Numbe	er					
	Natio	onal	Applie Grante									
			Applie									
	Inter	national	Grante									
	Com	mercialised	Applie									
			Grante									
3.17 No. of research a of the institute in		-	receive	ed by	/ facult	ty and	resea	rch f	ellow	/S		
of the institute in	the ye	zai										
Total Internat	ional	National S	State U	Jnive	ersity	Dist	Coll	ege				
			-	-								
3.18 No. of faculty fro	m the	Institution	20									
who are Ph. D. Gu	ides		20									
and students registe	ered ur	ider them	112									
3.19 No. of Ph.D. awa	rded b	y faculty from	n the In	stitu	tion	03						
3.20 No. of Research	cholai	rs receiving th	he Fello	wshi	ips (Ne	ewly e	nrolle	ed + e	existi	ng one	es)	
JRF		SRF	Pı	rojec	t Fello	ows		Any	othe	er		
3.21 No. of students P	articip	ated in NSS e	events:									
	Unive	rsity level	20	Stat	te level	l						
	Nation	nal level		Inte	rnation	nal lev	el -					
3.22 No. of students p	articip	oated in NCC	events	:								
	Unive	ersity level	12	Sta	te leve	el						
	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	State level
National level	International level
3.25 No. of Extension activities organiz	zed
University forum	College forum
NCC 02 NSS 01	Any other

- 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility
  - Heart Protection Awareness Day was observed on 29<sup>th</sup> Sept 2015 in association with Worldwide Heart Protection Society.
  - Special lecture on Prevention of illegal trafficking of women and children was organised on 12<sup>th</sup> January 2016. This programme was organised on National Youth Day.
  - One day cleaning and Hygiene was organised by the Department of Social Work on 28<sup>th</sup> January 2016 in association with Nehru Youth Centre.
  - State level Social Work Workshop was organised by the Department of Social work on 16-20, March 2016.
  - A summer camp for children of Shimoga was organized. The participants of the camp staged a play "*Kurudu Kanchana*" on 29.12.2015.
  - **Mother Tongue Day** was observed on 21<sup>st</sup> February 2016.

# **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		Government	51
Laboratories	03			03
Seminar Halls	02			02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	112	88		200
Value of the equipment purchased during the year (Rs. in Lakhs)	30,73,509			30,73,509
Others				

# 4.2 Computerization of administration and library

✓ 60 computers, 5 LCDs, 01 laptop, 1 printer, 2 podiums, 3 scanners, 2 interactive boards procured for administrative purpose.

# 4.3 Library services:

# **Under Graduate**

	Existing		Newly	added	Total	
	No.	Value	No.	Value	No.	Value
Text Books	510209	3980802	343	99056	510552	4079858
Reference Books	951	390408	47	19791	998	410199
e-Books						
Journals	107	116896			107	116896
e-Journals		5000				5000
Digital Database						
CD & Video	30	8135			30	8135
Others (specify)						

#### **Post Graduate**

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

# 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Dept.s	Others
Existing	112		2MBPS	Library,				
				Computer				
				&				
				Language				
				Lab				
Added	60	20+8+4		06+04			11	07
Total	172	32		10			11	07
1								

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 2<sup>nd</sup> and 3<sup>rd</sup> 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.

.6	) A	Amount	spent	on	maintenance	in	lak	hs:
• •	, ,	mount	Spenie	OH	manne	111	Iuix.	110.

i) ICT	
ii) Campus Infrastructure and facilities	11,000
iii) Equipments	
iv) Others	91,000

Total:

1,02,000

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

UG	PG	Ph. D.	Others
2917	267	112	

(b) No. of students outside the state

01- Ph,D

(c) No. of international students

Nil

Men

	No	%
I	1517	54%

Women

No	%
1270	46%

Last Year				This Year							
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
738	644	97	1308		2787	254	655	166	1842		2917

# **Demand ratio**

2015-16 (UG)									
	No of Applications Admitted		Demand Ratio						
BA	360	316	1:1.13						
BSW	43	39	1:1.1						
B.Com	796	656	1:1.21						
BBA	72	58	1:1.24						
2015-16 (PG)									
MBA	82	40	1:2.05						
M.Com	114	61	1:1.86						
MA (Economics)	58	40	1:1.45						
MA (Pol. Sc.)	26	22	1:1.18						
MA (English)	40	33	1:1.21						

**Dropout %:** 2.01

5.4 Details of student support mechanism f	for coaching for	or competitive exam	inations (If any	)
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	ins or star	aciii st	apport meena		r coucining is	or compet	101 10 0110		(II dily)
<b>✓</b>			are deputed to mpetitive exa		ways" a place	ement cel	l of Sahy	vadri Colleş	ge to get
N	o. of stud	ents b	eneficiaries	20					
5.5 No.	of studen	ts qual	lified in these	examir	nations				
NE	T		SET/SLET	02	GATE		CAT [		
IAS	S/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
  - $\checkmark$  Selected students are sent to pathways for career guidance and personality development.

No. of students benefitted 150

# 5.7 Details of campus placement

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

	5.8	Details	of	gender	sensitization	programmes
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$\checkmark$	International	Women's	Day is	celebrated

- ✓ Feminism is part of UG and PG syllabus
- ✓ The institution has adopted co-education which enhances gender sensitivity
- ✓ Women Empowerment Cell and Grievance Redressal 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

5.9 Studer	nts Activities	
5.9.1	No. of students participated in S	ports, Games and other events
	State/ University level 121	National level International level
	No. of students participated in cu	ultural events
	State/ University level 68	National level International level
5.9.2	No. of medals /awards won by st	tudents in Sports, Games and other events
Sports	:	
	State/ University level 75	National level International level
Cultur	al:	
	State/ University level 14	National level International level

# 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	01	30,000
Financial support from government	810	36,74,609
Financial support from other sources(Jindal)	06	69,100
Number of students who received International/ National recognitions		

5.11	Student organised / initiatives				
Fairs	: State/ University level 02	National level International level			
Exhib	ition: State/ University level	National level International level			
5.12 No. of social initiatives undertaken by the students 06					
5.13 Major grievances of students (if any) redressed:					
No ma	ajor grievances of students were repo	rted during this academic year. However, min	nor		

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 make the college a centre of excellence in teaching, learning, research and outreach programmes with social sensitivity
  - ✓ 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 Liberal Arts, Commerce and Management courses contemporary and accessible
  - ✓ To transform guiding vision into action through a community of teachers who are professionally competent and morally upright
  - ✓ To inculcate employability and entrepreneurial skills
  - ✓ To encourage innovative practices and ICT assisted learning teaching process
  - ✓ To equip students to meet global-local challenges and emerging trends
  - ✓ To promote transparent governance and able leadership
  - ✓ To sustain and develop cultural and extension activities
- 6.2 Does the Institution have a management Information System? : -No-
- 6.3 Quality improvement strategies adopted by the institution for each of the following:
  - 6.3.1 Curriculum Development
    - ✓ Multidisciplinary contents are integrated in the syllabus
    - ✓ Our faculty members are on BOS/BOE of University / Autonomous College
    - ✓ Some members are on Text Book Editorial Committee
    - ✓ The college follows the guidelines issued by the statutory regulatory bodies through B.O.S. Academic Council during curriculums revision.
    - ✓ Faculty are motivated to design and implement certificate courses, organize interdisciplinary seminars and conferences.

### 6.3.2 Teaching and Learning

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

#### 6.3.3 Examination and Evaluation

- ✓ Bar coded, fully computerized, automated examinations are in place.
- ✓ Direct online entry of marks secured in Final Examination
- ✓ I.A. marks are entered online.
- ✓ Invigilator Dairy and Absentee statements are generated online
- ✓ Scope for revaluation, getting photo copies and re-totalling is made.
- ✓ 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 31 faculty members with Ph.D degree and 20 members are recognised research guides, guiding 112 Ph.D scholars.
- ✓ 01 major and 01 minor research projects are in progress
- ✓ 05 faculty members have completed refresher course and 01 member has completed orientation programme
- ✓ 45 papers are presented in national/ state level seminar/ conference/ special lectures
- ✓ PG students have prepared project works on various topics of their subjects

## 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ Independent well-equipped Building for Library
- ✓ The membership fee of Rs. 15000 is paid for accessing INFLIBNET resources
- ✓ Library with 53,124 number of books for UG and 3,648 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 HOD looks after the entire activity of the department.
- ✓ The assistant registrar is given the responsibility of managing non-teaching staff.
- ✓ SWO looks after the activity of students.
- ✓ Placements and promotions of all employees are administered by the 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, X-changing, CIIL, Mysore.

#### 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
- ✓ Reservations for Gendered Minority, Physically Challenged, Children of Defence Personnel, SC/ST, NCC, NSS, Kannada Medium, Rural Quota, and Employees Quota

#### 6.4 Welfare schemes for

	✓ Medical reimbursement Provision for Health and General
	Insurance
	✓ Provision for Provident Fund and Retirement benefits
	✓ EL encashment
	✓ Provision for Deduction of LIC and Home Loan premium
Teaching	in salary Component
	✓ Group Insurance
	✓ Paternity and Maternity leave
Non teaching	✓ Sabbatical leave/ FDP program
	✓ Fee concession for employees' children in PG course
	✓ 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

	✓ Bus and Train Pass
	✓ Concession and free-ship
	✓ Scholarship
	✓ Hostel facility for both boys and girls
Students	✓ Food at subsidised price
Students	✓ Easy access to Banking and postal services
	✓ Remedial and coaching classes
	✓ Prathibha Puraskara
	✓ UGC book bank

6.5 Total corpus fund generated	NA				
6.6 Whether annual financial audit	has been done	Yes	٧	No	

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

Audit Type	External		Inte	rnal
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal
Administrative	Yes	State audit, Govt of Karnataka		

6.8 D	oes the	University/	Autonomous	College	declare resi	ults within	30 days?

For UG Programmes: Yes	٧	No	
For PG Programmes: Yes	٧	No	

- 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?
  - ✓ Online generation of Admission ticket
  - ✓ Online entry of IA marks
  - ✓ Coding of scripts
  - ✓ Xeroxing of valued scripts
  - ✓ Challenge and revaluation facility
  - ✓ 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
  - ✓ 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?
- 6.11 Activities and support from the Alumni Association
  - ✓ Regular annual meetings with alumni is held
  - ✓ Feedback is taken from alumni members
- 6.12 Activities and support from the Parent Teacher Association

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

- 6.13 Development programmes for support staff
  - ✓ Non-teaching members are deputed to participate in training programs conducted in university
  - ✓ Welfare schemes are extended to support staff
  - ✓ Computerization of office
- 6.14 Initiatives taken by the institution to make the campus eco-friendly
  - ✓ Sahyadri Green Park established with the contribution of Dr. Prakash B.N faculty from department of Kannada is well maintained.
  - ✓ More than 200 Saplings were planted during this academic year
  - ✓ **Regular Watering and Weeding** is being done
  - ✓ **Sri Anil Kumar,** Gardener is appointed from the **contribution** of our faculty member Dr. Prakasha B.N for regular maintenance work.
  - ✓ Rain Water Harvesting is done with the financial assistance by **Sri. Bhanu**
  - ✓ **Prakash,** MLC, Shimoga, Govt. of Karnataka
  - ✓ 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 working 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*
  - ✓ City Municipal Corporation, Shimoga has donated Four containers/dustbins for the collection of degradable wastes

#### 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
  - ✓ Field Survey
  - ✓ Seminars / Conferences through Departmental Forums
  - ✓ Multidisciplinary learning through Screening Films and Documentaries
  - ✓ The use of Theatre
  - ✓ Extension and Outreach Programmes to instil the values of social responsibilities and Civic Sense
  - ✓ Value based and skill development programmes

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

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
  - 1. Regular meetings held and experts were invited for guidance
  - 2. Purchase of Computers, Networking, Roofing for Open Theatre, Vehicle Stand, Ramp, Rain Harvesting, Solar Lamp Installation etc were undertaken
  - 3. In the first council meeting the principal constituted 29 committees for the smooth functioning of the institution.
  - 4. 07 seminars were organised
  - 5. One minor research projects worth Rs. 1,75,000 were sanctioned by the UGC. 05 research projects are in progress
  - 6. a. Ambedkar Jayanthi, Vivekananda Jayanthi, Ghandi Jayanthi was celebrated.
    - b. The NSS Unit of the college organised Intercollegiate Camp
    - c. The Dept. of social Work organised 7-Day Village Camp in Sigandur
  - 7. Communicative and soft skills training programme were conducted for all Post Graduate 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
  - ✓ Solar Lights installed
  - ✓ Studying environmental science is mandatory for UG Students
  - ✓ Students and staff are sensitized to make the campus eco-friendly.
  - ✓ Every year new saplings are planted to avoid carbon emission.
  - ✓ NSS and 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	٧	No	
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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 improve linguistic and communicative skills of students
- ✓ To provide accommodation for girl students in ladies hostel

# 8. Plans of institution for next year

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

# Calendar of events for 2015-16

Sl. No.	Event/Prog	Tentative Schedule			
01	Beginning of the semester		30-06-2015 (Odd Semester)		
		01-01-2016 (Even semester)			
02	Internal tests		8 <sup>th</sup> and 12 <sup>th</sup> week of every		
		semester			
03	Inauguration of student association		3 <sup>rd</sup> week of September		
	programmes				
04	Sahyadri Siri- Cultural Fes	st	2 <sup>nd</sup> week of January		
05	NSS Camp	3 <sup>rd</sup> week of December			
06	Blood Donation Camp	2 <sup>nd</sup> week of August			
07	Valedictory of Student Association and Sports		3 <sup>rd</sup> week of April		
	Day				
08	National festivals		On the scheduled date		
09	Closure of the semester	31-10-2016 (Odd Semester)			
		30-04-2017 (Even semester)			
10	Examination and Vacation	Odd Semester	01-11-2016 to 31-12-2016		
		Even semester	01-05-2017 to 29-06-2017		

Name	Name
Dr. M.K.Veena	Dr. M.B.Mahawarkar
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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