

UG Code : 4295, PG Code : 9438

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S. P. Mandal's
ARTS & COMMERCE COLLEGE,
RAIBAG-591317

Dist : Belagavi (Re-accredited at 'B++' Grade by NAAC) Karnataka State

INTERNAL QUALITY ASSURANCE CELL



ANNUAL QUALITY ASSURANCE REPORT

2017-18

NAAC TRACK ID : KACOGN 11681



**S. P. Mandal's
ARTS & COMMERCE COLLEGE,
RAIBAG-591317**

Dist : Belagavi (Re-accredited at 'B++' Grade by NAAC) Karnataka State

Ref. No : ACCR/AQAR/ 71 /2018-19

Date : 25-07-2018

**To,
The Director,
National Assessment & Accreditation Council
Nagarabhavi, Bengaluru-560072.**

Respected Sir,

Subject : Submission of AQAR-2017-18.

With reference to the above cited subject, herewith I am submitting the Annual Quality Assurance Report (AQAR) of our College for the academic year 2017-18.

Please acknowledge the receipt of the same.

Thanking you

Yours faithfully,

B. Prasad

Principal

**S.P.MANDAL'S
Arts & Commerce College
RAIBAG Dist:Belgaum**

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CONTENTS

SL.NO	INDEX	PAGE NO.
01	Part - A Details about the Institution	05 to 10
02	Part - B Criterion wise information	11 to 36

The Annual Quality Assurance Report (AQAR) of the IQAC for the year 2017-18

PART – A

I. Details of the Institution

1.1 Name of the Institution

S. P. Mandal's Arts & Commerce College, Raibag

1.2 Address Line 1

S. P. Mandal's Arts & Commerce College, Raibag

Address Line 2

Kabbur Road

City/Town

Raibag, Dist: Belagavi

State

Karnataka

Pin Code

591317

Institution e-mail address

accraibag@gmail.com

Contact Nos.

9632056363

Name of the Head of the Institution:

Prof. P. B. Munyal

Tel. No. with STD Code:

08331-225210

Mobile:

9632056363

Name of the IQAC Co-ordinator:

Prof. D. S. Gudadinni

Mobile:

9448628105

IQAC e-mail address:

accraibag@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KACOGN 11681

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)24/A&A/2.3 Dated : 02-05-2017

1.5 Website address:

www.spmaccraibag.org

Web-link of the AQAR:

http://www.spmaccraibag.org/AQAR2017-18.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	--	2004	5 Years
2	2 nd Cycle	B	2.88	2011	5 Years
3	3 rd Cycle	B++	2.88	2017	5 Years
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

01-12-2004

1.8 AQAR for the year

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2017-18 Submitted to NAAC on **25-07-2018** (DD/MM/YYYY)

(After the latest A & A by NAAC)

1.10 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 (eg. AICTE, BCI, MCI, PCI, NCI) Yes No

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)
 TEI (Edu) Engineering Health Science Management
 Others (Specify)

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

1.13 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 2017-18

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	Four Meetings
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="09"/> Faculty <input type="text" value="04"/>
	Non-Teaching Staff <input type="text" value="02"/> Students <input type="text" value="02"/> Alumni <input type="text" value="02"/> Others <input type="text" value="01"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="02"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input type="text" value="02"/>
(ii) Themes	<input type="text" value="1. IQAC & Quality Education"/> <input type="text" value="2. Job opportunities in corporate sector"/>

2.14 Significant Activities and contributions made by IQAC

1. Two day workshop on personality development and employability skills
2. Extension activities in rural area.
3. One day workshop on 'Career Guidance' for B.Com 6th Sem students by Shri. Anandrao, Managing Director, Graduate Finishing School, Dharwad
4. Publication of college miscellany.
5. Preparation plan of Action.
6. Induction programme for B.Com-I and B.A-I students.
7. Participation in Seminar / Workshop / Conference.
8. Students Participation in various competitions.
9. One student emerged as Rani Channamma University Blue.
10. Teachers-Parent meet.
11. Orientation Programme for entrants.
12. IQAC motivated the teachers to publish Research Articles.
13. Motivated students to participate in seminars & conferences.
14. Community Oriented Programmes.

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 of Conspectus by Staff members	All the Lecturers prepared their semester wise conspectus, and timely executed the same.
2. Speech by Eminent Guest persons	Various speech by eminent guest are organised in the college.
3. Tree Plantation programme	NCC & NSS All students planted trees in the college campus.
4. Debate and Essay Competition	Debate and Essay Competitions were conducted in college for all students.
5. Social awareness programme	Anti Dowry, Health, Tobacco, AIDS Awareness programmes were conducted by NCC Unit.
6. NSS Activities	Regular NSS Activities and Special Camp conducted during the year.
7. Study Tour	Commerce Department conducted study tour programme for B.Com Final year students.
8. Special Lectures	15 Special Lectures were conducted in different subjects.
9. Construction of Indoor Sports training hall	Completed the construction of Indoor Sports training hall & is now it is open for our students

10. Personality development programme	Two days workshop was conducted in the college for personality development and employability skills.
11. Certificate Course	Conducted four month certificate course in spoken English for students.
12. Health check-up	General health check-up & blood group check-up.
13. Awareness programme	NCC & NSS Unit organised health awareness programme in the college.
14. Publication	Published college miscellany
15. Extension activities	Various departments conducted extension activities / Lectures in the rural area.

* Attach the Academic Calendar of the year as Annexure. – Attached (Annexure-I)

2.16 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

1. Advised for staff and students to carry research activities.
2. Advised to undertake student research activities.
3. Permitted to submit the AQAR to NAAC. / Finalised the AQAR.

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
Ph.D.				
PG	01 (M.Com)		01 (M.Com)	
UG	Two Programmes (B.A & B.Com)			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	03	00	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	(B.A., B.Com. & M.Com) Three
Trimester	--
Annual	--

I. Flexibility in selection of academic stream at the time of enrolling in the College. A fresher may opt for BA or B.Com Course.

II. Arts students have flexibility in selection of subject combination.

III. Flexibility in selection of Medium of Instructions (Kannada / English).

IV. Flexibility in selection of optional subjects for V & VI semester Commerce students.

1.3 Feedback from stakeholders* (On all aspects)	Alumni <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	Employers <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>
Mode of feedback :	Online <input type="checkbox"/>	Manual <input checked="" type="checkbox"/>	Co-operating schools (for PEI) <input type="checkbox"/>	

*Please provide an analysis of the feedback in the Annexure – Annexure-II is attached

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

- Updating and revision of syllabi by the University. The college does not have any authority over this.
- B.Com Syllabi revision / updated by RCU Belagavi. Our college faculty member participated in workshop related to revision / update of syllabus
- Revised the Syllabi for M.Com I & II semesters.

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
	06	02	04	-	-

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2017-18	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
				01						

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

--

15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	01	02	10
Presented papers	01	02	06
Resource Persons	--	02	--

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

1. Encouraging the students to participate and present papers with PPT's in conferences / workshops.
2. Adoption of students.
3. Workshop and special lectures for Personality Development and English languages learning
4. Teaching with ICT and LCD
5. Classroom seminars by students.
6. Special prizes for Highest Scorers in various subjects.
7. Conducting remedial classes for slow learners.
8. Conducts discussions on current scenario in the form of class seminars to update the knowledge of the students.
9. Conducts Industrial/Study tours, Which enable the students to up link the knowledge with their curriculum
10. Organised Seminar Week/Class Seminars on curriculum by the students.
11. Enabling the students to present seminar paper with PPT's

2.7 Total No. of actual teaching days during this academic year 2017-18

197 Days

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

All the reforms are initiated by the parent University. The institution follows the related reforms made by Rani Channamma University, Belagavi.

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

--	01 Rev	01
----	--------	----

2.10 Average percentage of attendance of students

86 %

2.11 Course/Programme wise distribution of pass percentage : B.A./B.Com Examination Result for the year 2017-18 (Final Year)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	120	56	28	03	19	88.33%
B.Com	80	15	35	06	--	70%
M.Com	19	--	11	03	01	78.94%

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

- Faculty meetings to review the progress of the syllabi.
- IQAC forms different committees like Admission, Sports, Library, Cultural, Social Science, Examination, Career & Counselling Cell and Placement cell headed by experienced lecturers.
- IQAC plan to conduct work-shop and conference for students.
- IQAC Imparting Quality education and soft skills.
- Monitoring the various activities and progress of the lecturers from time to time and suggesting improvements.
- Organising special lectures.
- Conducting study tours for commerce students.
- IQAC is the guiding force in enhancing the quality education which plays a vital role in shaping the future career of the student fraternity.
- Obtains feedback from stakeholders such as Alumni, Parents, Academicians, faculty and student to enrich the effective teaching and learning processes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
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	Number of positions filled temporarily
Administrative Staff	03	03	--	01
Technical Staff	--	01	--	01

Criterion – III

3. Research, Consultancy and Extension

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

1. Formation of Research Committee/Cell in our college.
2. Staff members and students are motivated to present papers in seminars and conference.
3. Free internet facilities to researchers.
4. Faculty members are encouraged to undertake M.Phil. & Ph.D. programmes.
5. Faculty members are encouraged to present papers in national seminars/conference.
6. Motivating the students to write articles in college miscellany.
7. Wi-Fi facility is provided to research scholars.
8. Motivation teacher to publish research articles.
9. 05 Papers have been presented in International / National Peer Reviewed Journals.
10. 22 Papers have been presented in International / National / State level seminars / workshops and conference with the motivation of IQAC.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	--
Outlay in Rs. Lakhs	-	-	-	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals	01		02
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications: Nil

Range x Average x h-index x Nos. in SCOPUS x

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	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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	-	-	-	-	10
Sponsoring agencies	-	-	-	-	College Fund

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 : **2017-18 Nil**

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
--	--	--	--	--	--	--

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:

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

3.25 No. of Extension activities organized

University forum	<input checked="" type="checkbox"/>	College forum	<input type="checkbox"/>	08				
NCC	<input type="checkbox"/>	03	NSS	<input type="checkbox"/>	04	Any other	<input type="checkbox"/>	--

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

- Swachcha Bharat Abhiyana in college campus.
- Observation of International Day of Yoga in the college.
- Women empowerment cell organized a special lecture.
- NSS camp organised in village.
- Active participation in Pulse polio Immunization programme by NCC Cadets.
- AIDS Awareness camp by NSS/NCC Units.
- Yoga camp to staff members & students.
- Social service by NSS/NCC students in Raibag Town.
- Youth Red Cross Wing – ‘Health Awareness Programme’.
- Faculty served as resource person to propagate the message of importance of conservation of energy and natural resource.

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	Acre-Guntas 7 - 11	-	Management	-
Class rooms	19		Management & UGC	19
Laboratories	02	-	Management & UGC	02
Seminar Halls	02	-	Management & UGC	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--			
Value of the equipment purchased during the year (Rs. in Lakhs)	--			
Others	-	-	-	-

4.2 Computerization of administration and library

- The library transactions are computerised with E-Library software, BAR code software is used in the library for accession of books.
- Fully computerised Administration/Office.
- Examination process is done through RCU Oasis System.
- Biometric attendance in college to faculty.
- CCTV cameras are installed in all Class Rooms, Library, Office, Staff rooms.
- Office computer are connected through LAN & Broadband network.
- Online admission.
- Salary by HRMS.
- Online IA Marks submission.
- Digital Library with INFLIB Net facility.
- Pay Roll Software for Preparing pay bills.
- Bar-code software is used in the library.

4.3 Library services:

	Existing		Newly added 2017-18		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11532	356472	4	540	11536	357012
Reference Books	18863	1908871	96	13351	18959	1922222
e-Books	-	-	-	-	-	-
Journals	36	71053	37	71053	-	-
e-Journals	-	-	7500 (N list Service)	5000	-	-
Digital Database	-	-	-	-	-	-
CD & Video	150	50000	-	-	150	50000
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	112	02	11	80	02	03	05	06
Added	-	-	-	-	-	-	-	-
Total	112	02	11	80	02	03	05	06

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

<ul style="list-style-type: none">• Wi-Fi facility for staff and students.• Computer access to staff & students.• Internet access to students.• Computer Application in Business is a compulsory paper at B.com II to VI Sem students & B.A. IV Sem Students.• Use of Smart boards.• Tally Certificate Course for Students.• INFLIBNET & N-list facility for teachers and students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.00
ii) Campus Infrastructure and facilities	0.95
iii) Equipments	0.47
iv) Others	0.00
Total :	1.42

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students support services/Facilities available in the college are communicated through.
1. Welfare schemes to students
 2. College admission prospectus.
 3. During orientation programme conducted for B.A./B.Com first year students.
 4. All the Student Support Service are hosted on the college website by the IQAC & the site is made known to all the students.
 5. IQAC publishes prospectus every year which disseminates all the students support services.
 6. Pamphlets containing salient feature of the college are distributed in the feeding colleges.
 7. Orientation / induction Programme is conducted for entrants.
 8. Student Welfare officer serves as the help-desk.
 9. Notice about scholarship, fee concession are put up on general notice board.
 10. Class teachers are requested to apprise the students.
 11. PPT slide shows on different occasions.
 12. Our alumni and students are our brand Ambassadors.
 13. IQAC in collaboration with NCC, NSS, SWO and Placement Cell creates awareness about support services.

5.2 Efforts made by the institution for tracking the progression

- Student progression i.e. UG to PG through issue of Transfer Certificates (TC)
- Involvement of student in co-curricular and extracurricular activities.
- Through Alumni Association activities conducted two times in a year.
- Every department in a college maintains records of students.
- Through parents meeting conducted.
- Through Social Media.
- Out-going students are informed to send their progression through college e-mail.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
516	40	--	--

(b) No. of students outside the state

01

(c) No. of international students

Nil

Men	No	%
	399	71.76%

Women	No	%
	157	28.24%

Last Year-2016-17						This Year-2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
09	142	04	525	--	680	06	95	02	453	--	556

Demand ratio :- 1 : 1

Dropout % - 13.60%

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

- Two day workshop on “Personality Development & How to Face Competitive Exams” organised by college career & counselling cell, by Inviting Shri. Anandrao Pragati Poshak, Grauduate Finishing School, Dharwad.
- One day workshop on “Personality Development & Soft Skill, Enhancing Employability” conducted by Deshpande Foundation Hubballi.
- Existing resource are made available for conducting training programmes.
- Workshop on KAS/IAS competitive Examination.
- Resource persons from various agencies are invited to deliver lecture on competitive examinations.

No. of students beneficiaries

250

5.5 No. of students qualified in these examinations

NET	<input checked="" type="checkbox"/>	SET/SLET	<input checked="" type="checkbox"/>	GATE	<input checked="" type="checkbox"/>	CAT	<input checked="" type="checkbox"/>
IAS/IPS etc	<input checked="" type="checkbox"/>	State PSC	<input checked="" type="checkbox"/>	UPSC	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>

5.6 Details of student counselling and career guidance

- a. Students career & counselling cell in our college.
- b. Faculty members counsel college students in class rooms.
- c. Conducting workshop on “Personality Development “How to Face Competitive Exams” by Expert/Professional Trainer.
- d. Career guidance Training to final year students.
- e. Soft skills class conducted by faculty members.
- f. Library has adequate resources to augment the stakeholders need.
- g. Counselling by NCC and NSS officers.
- h. Career guidance during Orientation Programme for entrants.

No. of students benefitted

250

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	
--	--	--	15	

5.8 Details of gender sensitization programmes

- a. Ladies Union / Association in college conducted various competition i.e. Mehendi, Hair Style, Dish, Sweet making, Singing & Rangoli competitions for ladies.
- b. Women's Day Celebration.
- c. One day workshop on Legal Awareness Programme for Ladies.
- d. Competitions are arranged every year by Ladies Association.
- e. Women Empowerment Cell organised special programme on Health & Hygiene.
- f. Health Awareness Programme for girl students.
- g. Legal Awareness Programme for girl students.
- h. Celebrating of International Women Day.

5.9 Students Activities

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

State/ University level	01	National level	X	International level	X
-------------------------	----	----------------	---	---------------------	---

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	02	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	468	1155266
Financial Support from Other Sources	--	--
Number of students who received International / National Recognition	--	--

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: There are no major students grievances in our campus.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

OUR VISION :

As the very name of our trust “Shikshan Prasarak Mandal” suggests the spread education and to offer maximum opportunities to rural students to come up and scale higher achievements in academic excellence and sports by affording quality education and coaching facilities.

Our Vision is:

“Value Based Education for Nation Building and Global Competencies”

OUR MISSION :

To provide excellent and quality teaching to our students which would help them to shape their own character and career suitable to the development of the nation and that enables them to be self-reliant and to invite and be successful in greater global challenges and enterprise in their own lives. To provide life skills and value based higher education with sound moral values.

OUR OBJECTIVES:

- To provide to our students knowledge and skills in their respective programmes through creativity and innovation in teaching, learning, evaluation that would help and prepare them to face the ever changing global challenges and enterprises in their own lives.
- To produce graduates of excellence, competence and characters both in UG (B.A.& B.Com) and PG (M.Com) faculties who would venture into right vocations, professions, enterprise and make their own mark in the nation building activities.
- To enable our students to take higher education such as, M.A., M.Com., MBA CA, LL.B., ICWA, B.Ed., B.P.Ed and various other PG Courses.
- To develop all-round personality of the students.
- To impart quality education to rural youths.

6.2 Does the Institution has a management Information System

We have M.I.S Provided by Agresis Agencies, Hubballi (Hubli).

- A. The Software Performs the following functions
 - a. Admission process.
 - b. Examination
 - c. College Accounts
 - d. JDCE, University and Govt. officials reports.
- B. The software generates the following reports.
 - a. Admission Receipts.
 - b. Daily fees Register.
 - c. Salary Statement
 - d. Class-wise, Subject-wise list of students.
- C. E-Library (BAR Coding Software) by Agresis Agencies, Hubballi (Hubli).
 - a. Accession of Books
 - b. Issuing of Books
 - c. Subject-wise / Author-wise books
 - d. List of Journals, Magazines and Dailies
 - e. Report of reference and test books

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

6.3.1 Curriculum Development

- a. Staff members Participated in workshops in framing of syllabus.
- b. Our College staff members have participated in various workshops for curriculum development.
- c. Curricula have been designed for certificate course in Spoken English
- d. One Staff member is nominated to BOS.

6.3.2 Teaching and Learning

- a. Preparation of subject wise conspectus.
- b. Preparing academic calendar
- c. Teaching with LCD.
- d. Organising Guest lecture, group discussion, Study tour, Quiz and Debate competition.
- e. Participation of staff members & students in workshops and conferences.
- f. Special Classes to slow learners.
- g. Deputing the staff to attend Seminars, Conferences and OC's & RC's.

6.3.3 Examination and Evaluation

- a. Two Internal Assessment Test conducted as per University Norms.
- b. Home Assignments, Term end Examination as per Rani Channamma University Guidelines.
- c. Re-Counting, Revaluation and Photo copy of answer scripts are available to students on demand.
- d. Induction tests and Evaluation to identify slow and advanced learners.
- e. Special classes for slow learners.
- f. Intensive classes for advanced learners.

6.3.4 Research and Development

- a. Research committee at college level constituted to promote research environment.
- b. Research Publication
- c. Faculty members undertaken Minor Research Projects.
- d. Deputation of faculty to present papers in Seminars / Conferences.
- e. Computers with internet / Wi-Fi facility available to researchers.
- f. Inspiration to teachers to apply for MRP.
- g. Encouraging & assisting students to present papers in national seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- a. Purchasing more numbers of books added to library.
- b. Spacious reading hall.
- c. Computer with Internet / Wi-Fi facility.
- d. Computerization of Library.
- e. INFLIBNET and OPAC facility is available in the library.
- f. Installation of CCTV camera in the college.

6.3.6 Human Resource Management

- a. Welfare facilities by college / Management to staff members
- b. Felicitations of retired staff.
- c. Performance of non-teaching staff through confidential report by the principal.
- d. Healthcare, Staff Common Room, Purified Drinking Water, Canteen, Post Office, Gymkhana, Eco-Friendly Environment, Employee Grievance Cell Facilities are provided.
- e. Fair Treatment and Congenial Work Environment.
- f. Management is kind enough to support the staff in order to ensure quality.

6.3.7 Faculty and Staff recruitment

- Selecting guest lecture as per society rules.
- Recruitment to aided posts is made by the management.

6.3.8 Industry Interaction / Collaboration

- Dept. of Commerce has organised commerce student study tour
- Interaction with M/s Bhagyashri Lagamavva Sugars Ltd, Bekkeri Raibag.

6.3.9 Admission of Students

1. Admission is given to all students who are interested to take admission to B.A & B.Com course in our college.
2. Computerization of admission process as per norms of Government of Karnataka.
3. Admissions are done as per the existing rules of the university / government.
4. Merit is the criteria.

6.4 Welfare schemes for Teaching, Non-Teaching Staff & Students.

- Student welfare officer.
- Issue of Bus-Pass for students at the college only.
- Scholarship for poor students.
- Canteen facility at affordable rates.
- Poor students lending library (PSL)
- Purified drinking water
- Separate Ladies room
- Medical Facility
- Medical facility in the campus.
- Free internet access.
- NCC NSS, Debates, Hostel, Gymkhana, Library, Internet Facility, Canteen, and Post Office Facilities, Cash Prizes, Diet for Students Participants in sports.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LIC/University	Yes	Management
Administrative	Yes	JDCE & Govt.	Yes	Management

6.8 Does the University/ Autonomous College declares 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?

- University provides photo copies of answer books.
- Provision for revaluation.
- Tests and Assignments and Projects.
- Central valuation, coding and decoding of answer scripts, OMR sheets for compulsory paper, appointment of external and flying squads, online submission of exam forms, IA marks and results are available on website.

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

Not Applicable

6.11 Activities and support from the Alumni Association

- a. Alumni Association meeting are conducted min two times in a year.
- b. Cash prizes from Alumni Association for poor students & Highest scores in various subjects.
- c. Felicitation function by Alumni for Ph.D./ M.Phil. & NET / SLET holders.

6.12 Activities and support from the Parent – Teacher Association

- a. Parents-Teachers Association meeting are conducted minimum two times in a year.
- b. Teachers have instituted cash prizes to meritorious students.
- c. Adoption of poor and meritorious students by faculty members.

6.13 Development programmes for support staff

- Uniforms are provided once in two years.
- Health care facility

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

1. Plantation of trees.
2. Pollution free campus.
3. Environment Awareness to all Students.
4. Water harvesting and solar lighting.
5. Banning of plastic bags.

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.

- Several innovative teaching methods are adopted.
- Use of ICT in various subjects.
- Installation of CCTV cameras in the campus.
- Provision of Wi-Fi facility in the campus.
- Organizing workshop on personality development, communication skills, employability skills, soft skills etc.
- Publications of research articles and books.
- Subscription of e-journals and INFLIBNET facility in the library.
- Updated college dynamic website every year.
- Promotion of research activities by staff and students through research cell.
- Organization and participation in faculty development programmes.
- Provision of incentives to the meritorious students.
- Adoption of poor and genius students by the faculty members.
- Decentralization of power in administration of the college.
- ‘Earn While You Learn’ scheme.

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

PLAN OF ACTION	ACHIEVEMENTS
1. Preparation of Conspectus by Staff members	All the Lecturers prepared their semester wise conspectus, and timely executed the same.
2. Speech by Eminent Guest persons	Various speech by eminent guest are organised in the college.
3. Tree Plantation programme	NCC & NSS All students planted trees in the college campus.
4. Debate and Essay Competition	Debate and Essay Competitions were conducted in college for all students.
5. Social awareness programme	Anti Dowry, Health, Tobacco, AIDS Awareness programmes were conducted by NCC Unit.
6. NSS Activities	Regular NSS Activities and Special Camp conducted during the year.
7. Study Tour	Commerce Department conducted study tour programme for B.Com Final year students.
8. Special Lectures	15 Special Lectures were conducted in different subjects.

9. Construction of Indoor Sports training hall	Completed the construction of Indoor Sports training hall & is now it is open for our students
10. Personality development programme	Two days workshop was conducted in the college for personality development and employability skills.
11. Certificate Course	Conducted four month certificate course in spoken English for students.
12. Health check-up	General health check-up & blood group check-up.
13. Awareness programme	NCC & NSS Unit organised health awareness programme in the college.
14. Publication	Published college miscellany
15. Extension activities	Various departments conducted extension activities / Lectures in the rural area.

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

1. The title of the practice is **‘Provision of the Incentives to the Meritorious Students’**.
2. The title of the practice is **‘Adoption of poor and genius students by faculty’**.

7.4 Contribution to environmental awareness / protection

- Pollution free campus.
- Plantation of Trees.
- Environment Awareness Programme by NCC/NSS Students.
- Banning of Plastic Bags.
- Eco-Club Activities.
- Energy conservation
- Use of renewable energy
- Water harvesting
- Check dam construction
- Efforts for Carbon neutrality
- Hazardous waste management
- e-waste management

7.5 Whether environmental audit was conducted?

Yes



No



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

SWOC Analysis

STRENGTH:

1. Our institution is providing excellent and qualitative teaching to the students during the last 42 years.
2. Qualified and committed faculty members.
3. Transparency in admission and evaluation process.
4. Eco friendly campus.
5. ICT based teaching learning.
6. Indoor Sports Training Hall and Multi-Gym facilities are available.
7. NCC, NSS scout and guides facility in the college.
8. Introduction of PG (M.Com) course in the college.
9. Spacious natural ventilation class rooms.
10. Among total staff 04 faculty have been awarded Ph.D. and 06 faculty have been awarded M.Phil. degree.
11. One major Research project and 05 minor research projects are completed with UGC assistance.
12. Text books are edited by some of our faculty members.
13. Wi-Fi facility is provided in the campus.
14. CCTV cameras are installed in the class rooms.
15. Fully computerised of college library.
16. Scholarship, fees concession, cash prizes, books, shields and trophy are given to meritorious students.
17. Our college used to organize intercollegiate tournament and selection trials.
18. Excellent sports infrastructure is provided.
19. Our institution used to organize State and National Level seminars /conferences / workshops etc.
20. Two computer labs are made available to the students with all facilities.

WEAKNESS:

1. Temporary faculty members are working in some departments.
2. Poor academic background of students.
3. Majority of students are coming from rural areas and poor families.
4. Opportunities are less in consultancy services.
5. Our library is not interconnected with other libraries.

OPPORTUNITIES:

1. Increasing opportunities of placement for students.
2. Scope for more certificate courses.
3. Scope for MoU and Collaboration with industries.
4. Increased demand for PG courses.
5. To prepare students for competitive examinations.
6. To develop entrepreneurship opportunities.
7. The faculty is motivated for upgrading their academic qualification.

CHALLENGES:

1. Improving of English language skills and communication skills of students.
2. To develop self confidence among students.
3. To meet the growing expectation of stakeholders.
4. Competition from more number of colleges in same city.
5. Preparing the students belonging to the weaker section and rural area to face the global competition.
6. Increasing in placement in corporate sector through the campus interviews.

8. Plans of institution for next year

Plan of the Institution of the year 2018-19

1. Increasing industry – academic linkages.
2. To organize campus selection drive
3. We have planned to conduct Rani Channamma University Intercollegiate Cricket Tournament.
4. To organize workshop for the self employment for B.Com students.
5. To organize a special lecture on research methodology.
6. Introduction of Research Centre.
7. Apply for Major Research Projects.
8. Publication of Articles.
9. To have Plan to make MOU with Industry.
10. To introduce PG Programme in Political Science and Kannada Subjects.
11. To introduce more certificate course.
12. To increase the number of University Blues.

Name Prof. D. S. Gudadinni

Signature of the Coordinator, IQAC

Name Prof. P. B. Munyal

Signature of the Chairperson, IQAC

Calender of Events for the year 2017-18**I-TERM**

Sl. No.	Month	Events/Activity
01	June 2017	<ul style="list-style-type: none"> ➤ Preparation of Time Table, Conspectus and work Distribution ➤ International day of Yoga observation
02	July 2017	<ul style="list-style-type: none"> ➤ Orientation programme for BA and B.Com I Sem students ➤ Formation of College Gymkhana & Association ➤ IQAC Meetings-01 ➤ Vanamahotsava/plantation of samplings ➤ Inauguration of Gymkhana & Association Activities ➤ NCC/NSS Enrolment
03	Aug 2017	<ul style="list-style-type: none"> ➤ Two day workshop on personality development and Employability Skills ➤ Independence Day celebration ➤ Organization of National conference on GST ➤ First internal Assessment Test ➤ Intercollegiate Debate Competition
04	Sept 2017	<ul style="list-style-type: none"> ➤ Alumni and Teacher-Parent Meet ➤ Teacher's Day celebration ➤ NSS Day Celebration ➤ Debate Competition ➤ A Special Lecture on 'Women empowerment' ➤ Second internal Assessment Test ➤ Various cultural competition by cultural Association
05	Oct 2017	<ul style="list-style-type: none"> ➤ Gandhi Jayanti Celebration ➤ Inauguration of certificate courses ➤ Workshop on Career Guidance by Placement Cell ➤ IQAC Meetings-02 ➤ Commencement of Semester End Examination
06	Nov 2017	<ul style="list-style-type: none"> ➤ Karnataka rajyotsava observation ➤ Kanakadas jayanti observation ➤ Mid-Term Vacation/Central valuation work ➤ NCC Day Celebration
07	Dec 2017	<ul style="list-style-type: none"> ➤ NSS Special Camp

II-TERM

Sl. No.	Month	Event/Activity
01	Dec 2017	<ul style="list-style-type: none"> ➤ Commencement of Classes ➤ AIDS Awareness Programme
02	Jan 2018	<ul style="list-style-type: none"> ➤ Swami Vivekanand Jayanti celebration (National Youth Week) ➤ Singing competition ➤ Women's Empowerment Cell Function ➤ Republic Day Celebration ➤ Organization of Inter College University Netball Tournament
03	Feb 2018	<ul style="list-style-type: none"> ➤ Health Check Programme ➤ Alumni & Parent Meet ➤ Social Science Association Function ➤ A Special lecture on Career Guidance and competitive Examination by Sankalp Study centre Dharwad ➤ A Special Lecture on Job Opportunities in Corporate Sector by Pragati Poshak Graduate Finishing School, Dharwad ➤ Workshop on TQM & Quality Education by Experts ➤ First Internal Assessment Test ➤ Extension Lecture by Commerce, Kannada, Hindi & Political Science Departments ➤ Alumni and parents Meet
04	March 2018	<ul style="list-style-type: none"> ➤ One Day Workshop on Importance of Library and Career Development by IQAC ➤ International Women's Day Celebration ➤ One Day workshop on Role of IQAC and quality Enhancement ➤ Industrial Study tour for B.Com Final Year students ➤ Career Guidance Programme by Placement Cell ➤ Annual Sports Meet ➤ Career Counselling Function ➤ Second Internal Assessment Test ➤ One Day Workshop on 'Employability Skills' for final Year students
05	April 2018	<ul style="list-style-type: none"> ➤ Organization of Inter Collegiate University Cricket tournament ➤ Dr. B.R Ambedkar Jayanti Celebration ➤ Annual Day Celebration ➤ Feedback collection from students ➤ IQAC Meetings-04 ➤ Farewell to Final Year students ➤ Commencement of Semester Examination
06	May 2018	<ul style="list-style-type: none"> ➤ Central Valuation Work/Summer vacation

FEEDBACK ANALYSIS 2017-18

Feedback analysis is made by the IQAC based on feedback collected from various stake holders.

1. We have collected feedback on the teachers regarding in conducting classes, teaching methodology, interaction with students, punctuality, subject knowledge, majority of the students have expressed good opinion about their teachers.
2. The feedback from students was collected regarding Infrastructure, Library, Computer Lab, Sports facilities, use of LCD, Internet, Campus, Filter drinking water etc. Most of the students have expressed their good views about these.
3. The feedback from Alumni and Teachers-Parents Association. During the academic year two times we have conducted meeting with Alumni & Parents. They have given their valuable suggestions for further development of the college & opening of the PG Programmes in Arts.
4. The feedback was collected from Arts and Commerce final year students of our college about the UG & PG Programmes, regarding syllabus, Applicability, Importance. The students' opinion about the course was very good.
5. Our college students requested to organize campus interview in the college by inviting MNC / Industries.
6. Students are requesting to start more number of Certificate courses for employment purpose.
7. Students are requesting to organise a special lecture on "Employability Skills".

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