



MODERN EDUCATION SOCIETY'S
M.E.S. COLLEGE OF COMMERCE

VIDYA NAGAR, SIRSI – 581402

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ANNUAL QUALITY ASSURANCE REPORT

SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(NAAC)

BANGALORE – 560072

2014 -15

The Annual Quality Assurance Report (AQAR) of the IQAC

FOR THE ACADEMIC YEAR 2014-15

Part – A

I. Details of the Institution

1.1 Name of the Institution	M.E.S COLLEGE OF COMMERCE, SIRSI
1.2 Address Line 1	VIDYA NAGAR
Address Line 2	COLLEGE ROAD
City/Town	SIRSI – UTTAR KANNADA
State	KARNATAKA
Pin Code	581402
Institution e-mail address	mescsirsi@gmail.com
Contact Nos.	08384-233098, 236298
Name of the Head of the Institution:	Dr. R.G.Hegde
Tel. No. with STD Code:	08384-233098, 236298
Mobile	9916240769

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) EC/61/RAR/18

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	--	03-05-2004	5 YEARS
2	2 nd Cycle	B	2.89	15-09-2012	5 YEARS
3	3 rd Cycle				
4	4 th Cycle				

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

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

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 1-7-2012 TO 30-6-2013 (01/09/2015)
- ii. AQAR 1-7-2013 TO 30-6-2014 (10/10/2015)
- iii. AQAR 1-7-2014 TO 30-6-2015 (29/03/2016)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

KARNATAKA UNIVERSITY, DHARWAD

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

Autonomy by State/Central Govt. / University

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="09"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>		
2.3 No. of students	<input type="text" value="01"/>		
2.4 No. of Management representatives	<input type="text" value="02"/>		
2.5 No. of Alumni	<input type="text" value="02"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>		
2.8 No. of other External Experts	<input type="text" value="--"/>		
2.9 Total No. of members	<input type="text" value="15"/>		
2.10 No. of IQAC meetings held	<input type="text" value="04"/>		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="01"/>	Faculty <input type="text" value="05"/>
	Non-Teaching Staff	<input type="text" value="2"/>	Students <input type="text" value="2"/>
	Alumni	<input type="text" value="2"/>	Others <input type="text" value="1"/>

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

If yes, mention the amount

Rs. 3,00,000

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Campus Upgradation.
- Enhancement in the quality of teaching- learning process.
- Conductance of N.S.S camp in a village called 'BAKKAL' and visit to Botanical garden and imbibed the knowledge of use of medicinal plants.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To increase the intake of P.G admission and addition of new volumes of books to the library.	ACHIEVED
Compulsory preparation of project report for P.G. students	ACHIEVED
Parents and Teaching meeting	THREE MEETINGS HELD
Review of academic performance in Sem. Exams and unit tests.	MEETINGS HELD AND IMPROVEMENTS SUGGESTED.
Establishment of Computer lab for P.G. course	WORK IS IN PROGRESS

* Attach the Academic Calendar of the year as Annexure.

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

Provide the details of the action taken

❖ Internal administration mechanism strengthened.
❖ Motivated the students to pursue their career in professional courses such as C.A., C.S., ICMA, M.B.A and M.Com.
❖ Practical Account Writing course conducted to enable the students to adopt self employment programs.
❖ Ramps made to make the college disabled friendly.
❖ Two systems were installed in a room adjacent to staff room to enable the teachers to make use of the internet service.
❖ Bar coding of Library books is in progress. ❖ Books pertaining to NET, SLET, Competitive examinations provided to the students.
❖ Four students of our college have brought glory by being recognised as University blues in Ball Badminton, Table Tennis and chess. ❖ Our college Table tennis team has won Winners position in Table Tennis in Zonal and Inter- Zonal Level. ❖ In chess and yoga our students have won Runners position.

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	ONE	--	--	--
UG	ONE	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	THREE	--	--	--
Total	FIVE	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Six Semesters
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.

Yes. The Karnataka University, DHARWAD updates the syllabus every three years to enable the students to cope up with the changes in the Fiscal front, Foreign exchange, Companies amendment acts, Monetary policy etc.

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

The intake of the students for P.G. course in Commerce increased from 40 to 50.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	01	08	--	--

2.2 No. of permanent faculty with Ph.D.

03

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
--	2	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

17 -- --

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	06	15
Presented papers	03	06	05
Resource Persons	--	--	--

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

- Use of Information Technology tools.
- Use of PowerPoint presentations in teaching.
- Assigning seminars to the students.
- Group discussions.
- Visit to industrial estates and banks.
- Use of smart boards.
- Providing additional books to advanced learners.

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

187

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

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 75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	312	78.20	13.46	2.24	3.2	97.1

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

- ❖ IQAC conducts meetings and prepares Annual action plan and makes it known to teachers.
- ❖ The chairman of IQAC monitors, the implementation of action plan through periodic, academic and staff meeting and ensures the evaluation of teaching - learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
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	7	7	2	3
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- ❖ Establishment of Research Cell to promote research activities in the college.
- ❖ Deputing faculty members to participate in seminars and conferences.

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	5	--	--
e-Journals	--	2	--
Conference proceedings	--	--	--

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	--	--	--	--
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	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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

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 State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- ❖ Plantation of trees in the college campus.
- ❖ AIDS awareness programme.
- ❖ Campus cleaning programs by faculty and the students.
- ❖ Awareness on Pulse Polio programme by NSS volunteers.
- ❖ Conductance of 'Mothers Day' function.
- ❖ 'Library day' was observed in memory of Dr.Ranganathan – the 'Father of the Library sciences'.
- ❖ More than 15 systems which were not so useful to degree students were donated to our sister Institutions at Primary level, High school and ITI.

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	7 Acres	--	Funding by Management	7 Acres
Class rooms	11	--	Funding by Management	11
Laboratories	02	--	Funding by Management	02
Seminar Halls	01	--	Funding by Management & Contribution by Alumni	01
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

Office is fully computerized with the installation of 05 computers, 5 printers, 1 scanner and 1 Xerox machine. Installation of 2 Printers, 1 Scanner, 3 Bar code readers in library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18305	--	2058	Rs.2,49,229	20,363	--
Reference Books	2364	--	80	Rs.10,782	2444	--
e-Books	--	--	--	--	--	--
Journals	17	--	01	Rs.2000	18	Rs.52,255.00
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	156	--	12	Free	168	Rs.4000.00
Others (specify)	ICT facilities provided to staff and students.					
Total	--	Rs.25,16,008	2151	Rs.2,60,011	--	Rs.27,76,019

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	56	02	128kbps	02	01	04	04	30KV Generator
Added	04	--	--	--	--	01	--	--
Total	60	02	128kbps	02	01	05	04	30KV Generator

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

Yes,

- ❖ Total 60 computers are connected with LAN and Internet.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.0.29 590
ii) Campus Infrastructure and facilities	Rs.0.29116
iii) Equipments	Rs.18.06565
iv) Others	--
Total :	Rs.18.65271

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has introduced the concept of 'Induction program' for first year students at the entry level. During induction program, the experts and the senior faculty will enlist the various scholarship facilities from Central, State Govt. and Non-Governmental organizations. They will be informed about the HELPDESK facility in the staffroom.

During induction, the students will be briefed about the Discipline in the campus, minimum 75% attendance, conductance of internal tests, Re-test for those who could not attend the test because of their ill health or any other genuine reason. The students would be made aware of the grievance redressal cell and also about the Mentor System.

5.2 Efforts made by the institution for tracking the progression

- ❖ The students' progression is in positive direction as is witnessed in University ranks bagged by our college, University blues, Winners of various Trophies, University Level best Debaters etc.
- ❖ Preparation of project report for setting up their own Enterprise for the students who have opted Advt. and sales promotion as an optional subject.
- ❖ The details of the students who are walking out of the portals of the college will be collected and the better job opportunities would be intimated to the aspirants.
- ❖ Personal contact would be established with the Alumni and information would be collected as to where do they stand.
- ❖ By arranging Alumni Meet
- ❖ The progression to higher study is also ascertained by tracking the records of Transfer certificates issued.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	948	88	--	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%	Women	No	%
	454	43.82		582	56.18

General	Last Year					Total	This Year					Total
	SC	ST	OBC	Physically Challenged	General		SC	ST	OBC	Physically Challenged		
685	26	03	222	--	936	731	39	04	260	02	1036	

Demand ratio 1:1.5 Dropout % --

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

❖ Guidance about local institutions; providing training for various competitive examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="--"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="90"/>

5.6 Details of student counselling and career guidance

- Training programme for competitive examinations.
- Guidance and counselling for courses offered by ICAI, ICSI, ICMA, Tata Dhan Academy, Azim Prem ji University etc.

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
--	--	--	30

5.8 Details of gender sensitization programmes

Workshop on sexual harassment against women in educational Institutions in association with "Mahila Saantvan Forum", Sirsi.

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	--	Rs.10,72,136
Financial support from other sources	--	Rs.34,500
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: _____

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Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- ❖ Our Vision: “Shaping the students with the educational inputs to meet the challenges of change in socio-economic environment.”
- ❖ Our mission: “Continuous upgradation of knowledge, skills and Human values of our teachers and students.”

6.2 Does the Institution has a management Information System

All the information relating to student admission, examinations, scholarships, salary, and correspondence are with the University and all the related information are through Management Information System.

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

6.3.1 Curriculum Development

From the academic year 2012-13, the University syllabus was revised and our Institution has opted B.Com specialization with Accounting and Finance group. New subjects like Foreign Exchange, Retail Marketing are introduced in the syllabus.

6.3.2 Teaching and Learning

- The management encourages the faculty to participate in seminars, workshops etc to upgrade their knowledge.
- Spacious and well ventilated classrooms.
- Appointment of qualified and dedicated staff.
- Well equipped library.
- Providing books to students under UGC schemes and making provision for advanced learners by offering advanced books.

6.3.3 Examination and Evaluation

- ❖ Computerization of examination work.
- ❖ Conductance of Internal tests.
- ❖ Giving of assignments.
- ❖ Conductance of Remedial classes for slow learners.

6.3.4 Research and Development

For the faculties who are involved in research activities and publication of papers, the institution provides the library facility and internet facility. The teachers participate in National and International level seminars and workshops.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ Bar coding of library books
- ❖ INFLIBNET facility to Teachers and Students.
- ❖ Copier machine, scanner facility
- ❖ Volume of books – books worth more than Rs.27 lakh.
- ❖ News papers, Journals
- ❖ Computers ,Laser printers
- ❖ CC TV
- ❖ Well equipped modern Gym
- ❖ Aquaguard water purifiers.
- ❖ Digital camera.
- ❖ Smart boards.
- ❖ Modern Gym
- ❖ Refrigerator

6.3.6 Human Resource Management

Decentralization of decision making power and fixation of responsibilities through the constitution of various committees, participatory decision making, felicitating the staff on attaining superannuation, provident fund facility, maternity leave for guest lecturers, Annual increment, casual and earned leave facility are the various highlights of our Institution.

6.3.7 Faculty and Staff recruitment

In concurrence with the approval of the Higher Education Department of the Govt. of Karnataka, the teaching and non-teaching staff are recruited by the Management. The appointment would be as per the roster system.

6.3.8 Industry Interaction / Collaboration

- ❖ The institution is accredited by ICAI for conducting CA-CPT and PE coaching classes.
- ❖ The Institution is associated with Deshpande foundation's 'Centre for Socio Entrepreneurship', Hubli to promote Social Entrepreneurship among students.
- ❖ The Institution is associated with TATA DHAN Academy for conducting D-MAT entrance examinations for admission to PGDDM course.
- ❖ The institution has established linkage with IDEA, Sirsi for conducting personality Development.

- ❖ The Institution is also associated with Forum of Free Enterprise, Mumbai for developing interest among students about recent economic development by organising A.D. Shroff Memorial Elocution Competition.
- ❖ Our Institution is a centre for conducting competitive examinations by Karnataka Public Service Commission [KPSC], centre for urban Co-Operative bank, District Central co-op bank.

6.3.9 Admission of Students

The Institution has an open admission policy as per the roster system of the Govt. of Karnataka.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ❖ From Jan 1,2014 onwards the new facilities for guest faculty who complete Two years of service are provided 											
	<table border="1"> <thead> <tr> <th></th> <th>VACATION STAFF</th> <th>NON VACATION STAFF</th> </tr> </thead> <tbody> <tr> <td>Casual Leave</td> <td>15 days/anum.</td> <td>15 days/anum.</td> </tr> <tr> <td>Earned Leave</td> <td>15 days/anum.</td> <td>30 days/anum.</td> </tr> <tr> <td>Commuted Leave</td> <td>--</td> <td>20 days/anum.</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Conducive ambience for working. • Canteen facility in the campus with separate enclosure for ladies and staff. • P.F. facility for Guest Lecturers. • Felicitation to staff on being conferred with Doctorate. • Reimbursement of expenses for participation in seminars, conferences and workshops. • Maternity Leave. • Rest room. • Auditorium facility with approximately seating capacity of 700 students. • Vehicle parking Facility. • Annual weightage in monetary terms to guest faculty. • Employee Co-Op. Society to meet the financial needs of the staff. • Hostel facilities to ladies' staff. • Provision of Telephone, Computer, Internet, Xerox and office stationary to the staff. • Sports and games facilities, news papers and magazines to ladies hostel in-mates. • Group Insurance. • First aid box. 		VACATION STAFF	NON VACATION STAFF	Casual Leave	15 days/anum.	15 days/anum.	Earned Leave	15 days/anum.	30 days/anum.	Commuted Leave	--
	VACATION STAFF	NON VACATION STAFF										
Casual Leave	15 days/anum.	15 days/anum.										
Earned Leave	15 days/anum.	30 days/anum.										
Commuted Leave	--	20 days/anum.										
Non teaching	All the aforesaid facilities are also available.											
Students	<ul style="list-style-type: none"> • First-Aid box facility. • Group Insurance. • Financial support through several scholarships. • Xerox facility at concessional rate. • Bus pass facility at concessional rates. • Placement cell. 											

	<ul style="list-style-type: none"> • Ladies Hostel has well equipped and clean kitchen. • Lady students have separate common room with toilets. • The student suggestion box is provided.
--	--

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	Management	Yes	Govt.
Administrative	Yes	Govt.	Yes	Internal Auditor

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?

- | |
|--|
| <ul style="list-style-type: none"> • Preparation of Calendar of events before the commencement of each semester. • Filling up of OMR exam forms. • Submission of IA marks online • Declaration of results through internet (www.kud.ac.in) • DA and TA for teachers for examination and valuation work increased. • Payment of examination valuation remuneration through RTGS. |
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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

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| <ul style="list-style-type: none"> • Financial assistance provided to the poor students in payment of their fees. • Uniform is provided to the needy students. • Part time jobs provided to our students. |
|--|

6.12 Activities and support from the Parent – Teacher Association

- Teachers also provide financial help to poor students in payment of their college fees.
- Creation of awareness against chewing of tobacco and abuse of alcoholic drinks and drugs.
- Campus cleaning and beautification of campus.

6.13 Development programmes for support staff

- Computerization of office work with LAN facility.
- More number of office staff are appointed for smooth and effective functioning of office.

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

- ‘Shramadhan’ conducted in campus regularly by N.S.S volunteers and students.
- ‘Act of Green’ programme was conducted in association with Karnataka Forest Department.
- Installation of Energy efficient LED bulbs which would consume less power and more brightness.
- Awareness about the use of paper bags in place of polythene bags.
- Messages displayed at prominent places - switch off fans, light and computers.
- Dustbins kept at classrooms, staff rooms, office and at other prominent places.
- Display of messages at prominent places warning against the use of cigarettes, chewing of tobacco, ragging, prohibition of mobiles in the campus etc
- Plastic free campus.

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.

- ❖ Faculties encouraged to attend various seminars held at different places.
- ❖ Mentor system.
- ❖ Web assignments.
- ❖ Inculcating best practice and self development.

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

- ❖ Purified drinking water facility provided in ladies common room.
- ❖ Exhaust fan installed in gents' toilet.

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

- ❖ Students feedback about the teachers.
- ❖ Teaching and learning process.
- ❖ Suggestion box at various spots.

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

7.4 Contribution to environmental awareness / protection

- ❖ Garden beautification.
- ❖ Use of LED bulbs.
- ❖ Tree plantation.
- ❖ Airy and well ventilated class rooms.

7.5 Whether environmental audit was conducted? Yes No

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

- ❖ S – Students strength- 60% lady students; Mentor System and Career Guidance.
- ❖ W – Inadequate research and publication of articles; No separate Library Building.
- ❖ O – Certificate courses recognised by UGC; construction of Boys Hostel
- ❖ T – Absence of regularisation of services of the guest faculty by the Government.

8. Plans of institution for next year

- ❖ Conductance of IBPS coaching class.
- ❖ Purchase of two all in one computer scanner, printer and copier machine to IQAC.
- ❖ Purchase of cushion chairs, steel almirahs.
- ❖ Blood donation camp.
- ❖ Extension of students' canteen.
- ❖ Conductance of National level workshop.
- ❖ Workshop on development of entrepreneurial skill.
- ❖ Conductance of Yoga and Self Defence programme for lady students.
- ❖ Provision of purified drinking water facility at all the three floors to cater to the requirement of large number of students.

Shri. Satish S. Baadgaonkar

Coordinator, IQAC

Prof. R.N. Nayak

Signature of the Chairperson, IQAC
