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**Shivaji Arts & Commerce College, Baad,  
Karwar**

**Annual Quality Assurance Report**

**(AQAR)**

**Of**

**Internal Quality Assurance Cell**



**For the Year 2013-14**

Report submitted by: ***Internal Quality Assurance  
Cell (IQAC) Shivaji Arts & Commerce  
College, Baad, Karwar (U.K.) – 581***

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year

2013-2014

### 1. Details of the Institution

1.1 Name of the Institution

Shivaji Arts and Commerce College

1.2 Address Line 1

Baad

Address Line 2

City/Town

Karwar

State

Karnataka

Pin Code

581304

Institution e-mail address

shivajikwr@rediffmail.com

Contact Nos.

08382-225241

Name of the Head of the Institution:

Prof.A.G.Kerlekar

Principal

Tel. No. with STD Code:

08382-226830

Mobile:

9242939671

Prof.J.K.Nayak

Name of the IQAC Co-ordinator:

Mobile:

9448522730

IQAC e-mail address:

njeevana2012@rediffmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

KAC0GN12058

**OR**

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)

1.5 Website address:

www.shivajidegreecollege.org

Web-link of the AQAR:

www.shivajidegreecollege.org/Naac.http

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	75.85	February 2005	February 2010
2	2 <sup>nd</sup> Cycle	B	2.74	April 2012	April 2017
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

20- 8-2004

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)



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

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	10		
2.2 No. of Administrative/Technical staff	2		
2.3 No. of students	2		
2.4 No. of Management representatives	2		
2.5 No. of Alumni	2		
2.6 No. of any other stakeholder and community representatives	2		
2.7 No. of Employers/ Industrialists	2		
2.8 No. of other External Experts	2		
2.9 Total No. of members	24		
2.10 No. of IQAC meetings held	10		
2.11 No. of meetings with various stakeholders:	No. -	02	Faculty - 05
Non-Teaching Staff	02	Students	01
Alumni	01	Others	NIL

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

If yes, mention the amount

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

All academic and co-curricular activities were conducted under IQAC:

In collaboration with Premier Hotel World Tourism day was observed on 20<sup>th</sup> September 2013 .

In collaboration with Azad youth club Karwar a workshop on 'Personality Development' was arranged on 5<sup>th</sup> January 2014. In collaboration with INFOSYS Bangalore, Placement Program was conducted on 5<sup>th</sup> January 2014.

In collaboration with the District civil hospital, Karwar the blood donation camp was conducted at civil hospital, Karwar.

2.14 Significant Activities and contributions made by IQAC.

All academic and co-curricular activities were conducted under IQAC.

IQAC monitors the activities of various committees.

IQAC encourages the teaching faculty to engage in research activities.

It prepares report regarding the activities conducted in the college.

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	Whether the AQAR was placed in statutory body	Yes	No
Done  <input checked="" type="checkbox"/>	Satisfactory  <input type="checkbox"/>	Manag	<input type="checkbox"/>	Syndicate
		Any other body		

2.16

Provide the details of the action taken

In the management meeting the plan of action of IC  was p  and it was accepted.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	<input checked="" type="checkbox"/> - <input type="checkbox"/>	-
UG	02	-	01 <input type="checkbox"/>	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	02	-	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	06
Trimester	NA
Annual	NA

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.

New Syllabus is framed in Kannada, Hindi and English by KUD. Inclusion of new concepts in other subjects.

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

-no-

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	06	06	-	-

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
6	-	6	-					12	-



2.4 No. of Guest and Visiting faculty and Temporary faculty

03	-	08
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	03	-
Presented papers	-	03	-
Resource Persons	nil	Nil	nil

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

Interaction Method, Group Discussion , Student Seminar, Use of ICT in teaching learning process.

2.7 Total No. of actual teaching during this academic year

191

2.8 Examination/ Evaluation Reforms initiated by the institution

With the introduction of semester system the Karnataka University has made two I. A. tests compulsory. Surprise class tests are conducted. Assessed answer scripts are returned with suggestions for improvements. Tutorial classes are conducted. The students are asked to write assignments regularly. Special coaching classes are engaged for slow learners. Fast learners are advised to use other materials available for reference.

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

02		
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2.10 Average percentage of attendance of students

85%
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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.A. III	48	-	47	1		97
B.Com III	95	60	20	05	-	89.3
BCA III	34	21	11	-	-	94.1

Mr.Suraj Perera, Mr. Sandesh and Ms.Sreedevi Vernekar scored 100 out of 100 in semester ending exams

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

IQAC has an important role in the development of the teaching and learning process. The performance of the teachers are evaluated by the students at the end of the academic year. Slow learners are identified at remedial classes are conducted.

2.13 Initiatives undertaken towards faculty development :

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

#### 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	01	02	NIL	-
Technical Staff	-	-	NIL	02

### Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC promotes faculty members to register for Ph.D. course. Special leaves are sanctioned to attend the course work, conference and seminars.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	06	02	Nil	-
Outlay in Rs. Lakhs		-	Nil	-

#### 3.4 Details on research publications

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

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

**Impact Factor - 4.547**

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	-	-	-	-	06
Sponsoring agencies	-	-	-	-	Self financed

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

Prof. A. M. Naik of Pol. Science Dept. is presently pursuing her doctoral research studies on "Political Mobilization in 2008 Assembly Elections in Karwar".

Prof.D.D.Guddammanavar registered his name on 16-12-2013 for doctoral research on "Literature of Vishnu Naik-a study" under the guidance of Dr.Krishna Nayak in Karnatak university ,Dharwad.

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="02"/>	State level	<input type="text" value="01"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="04"/>	State level	<input type="text" value="10"/>
National level	<input type="text"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="02"/>
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="05"/>
		Any other	<input type="text" value="Nil"/>

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

**The activities of the union & gymkhana** were inaugurated by Dr.M.H.Naik, Principal of Divekar College of Commerce, Karwar on fourth September 2013. The union and gymkhana activities provide ample opportunities to groom those hidden talents of students. Special care is taken to frame the personality of students to suit the changing world. While doing so the college conducted the following activities during 2013-14.

- ❖ An awareness program for prevention of Dengue fever was arranged on 27.06.13.
- ❖ An awareness program regarding 'How to Use Raw Material' was conducted on 28-06-2013 .
- ❖ World Population day was conducted on 11-07-2013.
- ❖ The Green Brigade of our college celebrated World Environment day.
- ❖ On 29-08-2013, our students Pooja Naik, Chandrappa Lamani, Fakirappa, and Nikita Bandekar attended R.D.selection camp at P.G. center Karwar.
- ❖ On 05-09-2013, students arranged "Teachers day" and felicitated their teachers. Students and teachers expressed their opinion about teaching profession.

- ❖ Miss Nikita Bandekar attended R.D.selection camp at Mysore from 13.09.13 to 16.09.13 and in Tamilnadu from 7.10.13 to 16.10.13.
- ❖ Hindi day was celebrated on 14.09.13 by Hindi department.
- ❖ On 22.09.13, students participated in coastal cleaning programme.
- ❖ On 20.09.13, World tourism day was celebrated. Mr Maruti Rane of Premier of hotel presented a talk on "Employment opportunities in tourism".
- ❖ Students participated in Literary meet on 27.09.13.
- ❖ On 02.10.13, Gandhi Jayanti was celebrated as 'shramadan day'. Students recited songs and bhajans. Prof.P.N.Savant,Prof .J.M.Rane & Prof.T.N.Harikantra spoke on Gandhi's principles.
- ❖ On 1<sup>st</sup> November 2013, our students participated in "Rajyotsava day" celebration.
- ❖ On 5-01-2014 for the first time in the history of our college INFOSYS multinational company conducted campus recruitment and six of our students were selected.
- ❖ Shri. Nazir Shaikh president of Azad youth club spoke on the importance of blood donation and AIDS .
- ❖ Our students distributed sweets to remand home students on the occasion of sankranti.
- ❖ On 18-1-2014 we celebrated Swami Vivekananda birthday.
- ❖ On 19-1-2014 NSS cadets participated in pulse polio program.
- ❖ On 25-1-2014 NSS cadets donated blood at district government hospital and other cadets participated in voter's day rally.
- ❖ On 2-2-2014 the students of our college visited Devbagh beach to study about environment to practice in association with science centre, Karwar.
- ❖ On 10-2-2014 traditional day was celebrated.
- ❖ On 20-2-2014 Premashraya charitable trust of Amdalli organized prize distribution function to the meritorious students from the weaker section of the society worth Rs.20,000 .
- ❖ On 20-3-2014 EMPHASIS India conducted campus trial and three of our students got selected.
- ❖ Vidya poshak of Dharwad conducted campus interview and twenty students were selected.
- ❖ Kumar Nitesh of B.com II participated in quiz competition conducted by all India radio Karwar and won the third prize.
- ❖ Kumari Snehalata of B.C.A won cash prize of Rs.3000 in geeta recitation competition organized by ISHKON.
- ❖ Kumari Pooja Naik and Preeti Revankar won the prizes sponsored by Sirsi urban co-operative society.

- ❖ The faculty of Adarsh institute of management and studies addressed our students.
- ❖ The faculty of K.L.E Institute of management, Belgavi addressed our students on A programs.
- ❖ SHRI RAM study circle of Ankola visited our college & spoken on career opportunities in banks.
- ❖ On 5-3-2014 our college conducted annual day.

## 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	20,537.62sq.mts	9.917sq.mts.	Management	20,546.54sq.mts.
Class rooms	09	Nil	Management	09
Computer Lab.	01	Nil	Management	01
Seminar Halls	01	Nil	Management	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others-Library	01	Nil	UGC Fund	01

#### 4.2 Computerization of administration and library

Admission is computerised , CCTV has been established everywhere in the college building .Email facility and Wi-fi broadband internet facilities have been provided to the cubicals.



#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17,245	15,80,497	1104	2,29,973	18,349	18,10,470
Reference Books						
e-Books						
Journals/Magazines						21,013
e-Journals						
Digital Database						
CD & Video	10	3,500	02	500=00	12	4000=00
Others (specify)/Donated Books					3000	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Lab	Lap tops	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	30	3	1	-	2	4	-
Added	2	2	-	-	-	-	-	-
Total	42	32	3	1	-	2	4	-

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

Network Technology is already there in the library and the office. Under the financial assistance of UGC, we established the College Network Resource Center - the better way of gaining knowledge for sharing of data stored in the server with the authentication facility provided to students. The centre has provided internet facility to all the departmental cabins.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	25,000=00
ii) Campus Infrastructure and facilities	2,10,000
iii) Equipments	-
	-

iv) Others

**Total :**

**Criterion – V**

2,35,000/-

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

A printed copy of prospectors is provided to all the students at the time of admission. This booklet provides information's about college rules, regulations, fee structures and other amenities. Orientation programme is conducted for fresh students soon after the admission.

Feedback system is designed to get student feedback on teachers.

Financial assistance is extended to economically poor students.

### 5.2 Efforts made by the institution for tracking the progression .

The highly merited students and University Blues in sports are felicitated and given cash prizes.

Campus Selection programme are conducted to help student to get good employment.

Teachers are encouraged to take initiative for research.

Special coaching is given to Kabaddi players.

Special coaching is given to face competitive examinations.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
451			

### (b) No. of students outside the

Nil

state

### (c) No. of international students

Nil

Men

No	%
11	26.
8	2

Women —

No	%
33	73.
3	8

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
129	20	0	336	-	485	123	19	0	309	-	451

Demand ratio 100

Dropout % Nil

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

Conducted workshops and seminars on personality development communication skill and 150 opportunities

5.5 No. of students quanned in these examinations

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	16

5.6 Details of student counselling and career guidance

Student counselling is done by mentors.

Ladies cell functions effectively to solve the problems of the girls.

Carrier guidance cell motivates students to participate in competitive exams.

It organises workshops & training programs.

It organises campus recruitment programs.

Students are given guidance regarding campus interview which takes place outside institutions.

No. of students benefitted 29

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
04	100	29	Excluding the higher study aspirants all are placed in local firms

5.8 Details of gender sensitization programmes

Competitions like essay, elocution, G.K., singing and Rangoli were conducted commonly for boys and girls.

Equal opportunity is given to all to compete for the post of general secretary.

## 5.9 Students Activities

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

State/ University level  National level  International level

- Miss Pooja Naik was selected as university blue in kabbadi and she represented Karnatak University in Inter-University tournament.

### 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	10	20,000
Financial support from government	316	7,03,770
Financial support from other sources	20	20,000
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

Blood donation camp, beach cleaning programme and f.

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI\_

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

<p><u>VISION</u></p> <p>To be pioneers in uplifting the downtrodden and inspiring the talented students to render their best to the nation and mankind as a whole.</p> <p><u>MISSION</u></p> <ul style="list-style-type: none"><li>• To harness the potentials by imparting quality education in Arts, Commerce &amp; Computer Application by awakening their aesthetic sense, inculcating entrepreneurial skills and igniting the hidden powers to face the challenges of the modern competitive world.</li><li>• To foster the employability skills among students.</li><li>• To strive towards their cultural and ethical upliftment.</li><li>• To develop creativity in thought and approach.</li><li>• To create an academic environment conducive to quality teaching, learning and research studies with timely training programs.</li><li>• To provide access to excellent higher education for the youth.</li></ul>
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6.2 Does the Institution has a management Information System

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

It is the responsibility of the university to frame the curriculum. New syllabus has been introduced by the Karnataka University for semester course. From 1<sup>st</sup> Sem. to 4th Semester, mandatory papers like Indian Constitution, Environmental studies, Human rights, Personality Development and Computer Application for Arts and for commerce students. Indian Constitution, Computer Application, E.D.P. and Business Communication have been introduced.

### 6.3.2 Teaching and Learning

The different methods of teaching learning used are lecture method, seminar, powerpoint presentations, assignments, question answer sessions, group discussions, five minutes talk on topic of their choice, student projects, practical experiences such as visit to courts, banks, industrial centres etc

### 6.3.3 Examination and Evaluation

With the introduction of semester system the Karnataka University has made two I. A. tests compulsory. Surprise class tests are conducted. Assessed answer scripts are returned with suggestions for improvements. Tutorial classes are conducted. The students are asked to write assignments regularly. Special coaching classes are engaged for slow learners. Fast learners are advised to use other materials available for reference.

### 6.3.4 Research and Development

Research is the major activity of the college. The research cell motivates faculty and students to take up research projects. As a result the teachers have deployed themselves in one or the other research activity. At the same time groups of students are assigned with small project on market survey, Voters

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Each department uses ICT as a learning resource. Maintenance of infrastructure is looked upon by the management and administrative staff.

### 6.3.6 Human Resource Management

Students are the major human resource. NCC, NSS ,Sports director and Student Welfare Officer and mentors guide the students. Through these units students are motivated to involve themselves in different types of activities of social responsibility.

6.3.7 Faculty and Staff recruitment

Recruitment is done as per the government norms  
Temporary appointment is made by management.

6.3.8 Industry Interaction / Collaboration

To gain practical knowledge students visit the industries and stock exchange market

6.3.9 Admission of Students

Students are admitted on the basis of past academic records. Since the college is an aided institution admission of the student is done as per the government norms

6.4 Welfare schemes for

Teaching	Management assistance in case of emergency.
Non teaching	Management assistance
Students	The staff council maintains a contributory fund towards helping the needy students.

6.5 Total corpus fund

25,000/-

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	IQAC
Administrative	Yes	External private audit	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?

The office of the registrar of evaluation has computerised the entire examination system. Online examination, online registration uploading internal assessment marks are common.

The students get hall tickets, marks statements online.

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

The university provides all necessary support and guidance to the college in this regard .

6.11 Activities and support from the Alumni Association

The Alumni is the real asset of our college. Our Alumni Association conducts meetings periodically. The association supports and helps our activities. The alumni, who are in teaching profession act as judges to various union activities conducted in the college and those who were outstanding sportsmen in their college days assisted us in conducting sports activities.

6.12 Activities and support from the Parent – Teacher Association

Parents-Teachers Association of the college is co-operative towards the college affairs. The parents meet the teachers during admission, parents meeting and college functions. They support the activities of the college and at times they even act as donors.

6.13 Development programmes for support staff

Orientation programme is conducted regularly.

Yoga picnic and sports activities are regularly conducted . all the support staffs are computer literates now.



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

Use of plastic bags is prohibited in the college campus.  
Lawns and gardens are maintained.

## **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 college inculcates leadership qualities by conducting Personality Development Workshop. Career Guidance Workshops conducted by companies like Emphasis India, Vidyaposhak Dharwad, KLE management institute Belgaum and Sriram study centre, Ankola increased their self confidence to face the world with a positive outlook.

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

The plan of action conceived during the beginning of the academic year has been successfully initiated and completed with the help of different stakeholders.

7.3 Give two Best Practices of the institution

1. Enhancing students communication skill of students by providing ample opportunity to improve their skill.
2. Earn while you learn .

7.4 Contribution to environmental awareness / protection

Visit to Devbag beach to study environment.  
Plastic free campus.

7.5 Whether environmental audit was conducted? Yes  No

7.6 Any other relevant information the institution wishes to add.

IQAC regularly analyses the feedback taken from its stake holders :

- 1.To facilitate SWOT Analysis.
2. To help the faculty to enhance the quality of its activities.

**As per NAAC Recommendation, steps are undertaken to initiate measure for student progression.**

## **8. Plans of institution for next year**

Encouraging & guiding students to undertake research projects.

Organizing lectures to coach students for competitive exams & placements.

To organize seminar on 'Human Rights' & 'Road safety'.

To conduct Karnatak university single zone weight lifting competition.

Organizing "Campus Selection Programs".

Nurturing cultural talents of students by providing ample opportunities.

*Annexure 1*

*Shivaji Arts & Commerce College, Baad, Karwar*

*Calendar of Events 2013-14*

Month	Activities
June 2013	Admission of students for all classes.
July 2013	Fresher's Day [B.A. , B.Com. , B.C.A. , students.] Commencement of classes, consolidation of results and note on performance. Celebration of world population day. Anti-Drug awareness program. Save energy program.
August 2013	Inauguration of NSS activities. College election. Independence day celebration. Vanmahotsava program. First internal test.
September 2013	Union inaugural function. Teacher's day celebration. Singing competition.
October 2013	Gandhi Jayanti Celebration and Shramadan. Second internal test.
November 2013	Semester examination. Break for midterm vacation.
December 2013	Re-opening of the college for the second term.
January 2014	Inculcating charity work among students. NCC program. NSS program. Republic day. Martyr's day. Medical examinations for students. Awarding cash prize to students.
February 2014	Traditional day. Picnic. First internal test.
March 2014	Campus interview. Second internal test.
April 2014	Annual day celebration
May 2014	Semester examination

Annexure 2

Shivaji Arts & Commerce College, Baad, Karwar

Student Feedback 2013-14

Sl.No	Name of the Faculty	Department	Feedback Score %
1	Dr. P.P.Anvekar	Commerce	91.2
2	Prof. A.G.Kerlekar	Economics	96.1
3	Prof. A.M.Rane	Hindi	95.3
4	Prof. P.N.Savant	Commerce	94.2
5	Dr. A.S.Rane	Commerce	95
6	Prof.J.K.Nayak	English	88.9
7	Prof.J.M.Rane	History	86.6
8	Prof.A.M.Naik	Political Science	92

9	<i>Dr.B.H.Dodmani</i>	<i>Hindi</i>	<i>90.1</i>
10	<i>Shri T.N.Harikantra</i>	<i>Physical Education</i>	<i>95</i>

### *Annexure 3*

#### *7.2 Action Taken Report (Criterion VII)*

- ✓ Conducted seminar on 'Tourism & Employment opportunities'.
- ✓ Conducted workshop on "personality Development".
- ✓ Conducted Blood donation camp.
- ✓ Encouraged fast learners by giving extra study materials. Mr.Suraj Pereira, Mr.Sandesh and Ms.Sridevi secured 100 out of 100.
- ✓ Conducted seminar on 'Save our environment'.
- ✓ Conducted seminar on 'Personality development & Communication skill'.
- ✓ Conducted workshop on 'Career guidance'.
- ✓ Infosys India conducted campus selection program in our campus.
- ✓ Encouraged the teaching staff to involve themselves in research and development program by taking part in seminar and workshops.
- ✓ Produced a university blue in kabaddi.

#### *7.3 Best Practices*

- Cash prizes to University Blues and those who score 100/100 in semester ending examinations.
- Encouraging the students to enhance their communicative skill by providing opportunity to compere, talk on topic of their choice, etc.
- Earn while learn.
- Blood donation camp.
- Mentor /Tutor ward system.
- Building rapport with Alumni.
- Career oriented program.
- Special coaching for competitive examinations.
- Awareness regarding career opportunities.
- Remedial coaching for slow learners.
- Industrial visits, panchayats, etc.
- Induction program to freshers and farewell to out going students.
- Felicitation to achievers- present students, faculty and alumni.

*\_Prof.J.K.Nayak*

*The Coordinator, IQAC*

*Prof.A.G.Kerlekar*

*The Chairperson, IQAC*