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

**Annual Quality Assurance Report**

**(AQAR)**

**Of**

**Internal Quality Assurance Cell**



**For the Year 2015-16**

Report submitted by: ***Internal Quality Assurance Cell (IQAC) Shivaji Arts & Commerce College, Baad, Karwar (U.K.) – 581304.***

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

## Part – A

AQAR for the year

2015-2016

### 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

9242939671

Mobile:

Name of the IQAC Co-ordinator:

Prof.J.K.Nayak

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

- i. AQAR \_\_\_\_\_ 19-10-2013 \_\_\_\_\_ (DD/MM/YYYY)  
 ii. AQAR \_\_\_\_\_ 19-07-2016 \_\_\_\_\_ (DD/MM/YYYY)  
 iii. AQAR \_\_\_\_\_ 19-07-2016 \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

|  |                                     |                                     |                                     |         |
|--|-------------------------------------|-------------------------------------|-------------------------------------|---------|
| University                             | State                               | Central                             | Deemed                              | Private |
|  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |                                     |         |
| Affiliated College                     | Yes                                 | No                                  |                                     |         |
| Constituent College                    | Yes                                 | No                                  | <input checked="" type="checkbox"/> |         |
| Autonomous college of UGC              | Yes                                 | No                                  | <input checked="" type="checkbox"/> |         |
| Regulatory Agency approved Institution |                                     | Yes                                 | No                                  |         |
|  |                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |

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

|                     |                                     |                                     |                                     |
|---------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Type of Institution | Co-education                        | Men                                 | Women                               |
|                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                     | Urban                               | Rural                               | Tribal                              |
|                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Financial Status    | Grant-in-aid                        | UGC 2(f)                            | UGC 12B                             |
|                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                     | Grant-in-aid + Self Financing       | Totally Self-financing              |                                     |
|                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |                                     |

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

B.C.A self financed

1.11 Name of the Affiliating University (for the Colleges)

Karnatak University Dharwad

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

Autonomy by State/Central Govt. / University

NA

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 (*Specify*)

NA

UGC-COP Programmes

NA

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

2.1 No. of Teachers

7

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

21

2.10 No. of IQAC meetings held

11

2.11 No. of meetings with various stakeholders: No. -  Faculty -   
Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

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

- In collaboration with the Premier Group of Hotels conducted World tourism day. A seminar was conducted on the job opportunities in tourism.
- In collaboration with Regional Transport office conducted 'Road Safety week' from 8<sup>th</sup> to 13<sup>th</sup> January 2016.
- In collaboration with the Azad Youth club, Karwar the blood donation camp was conducted at civil hospital, Karwar 20<sup>th</sup> January 2016.
- In collaboration with DARE organization 'Safety First', an awareness program was conducted.

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 \*

2.16  
statutory

|                                     |                          |                                  |           |
|-------------------------------------|--------------------------|----------------------------------|-----------|
| Plan of Action                      | Achievements             |                                  |           |
| Done                                | Satisfactory             | Whether the AQAR was placed in   |           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | body Yes/                        | No        |
| Any other body                      |                          | Manag <input type="checkbox"/> t | Syndicate |

Provide the details of the action taken

In the management meeting the plan of action of IQAR was placed 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                     | -                             | -  | -                                   | -  |
| UG                     | 02                            | -  | 01                                  | -  |
| PG Diploma             | -                             | -  | -                                   | -  |
| Advanced Diploma       | -                             | -  | -                                   | -  |
| Diploma                | -                             | -  | -                                   | -  |
| Certificate            | -                             | 01   | -                                   | -  |
| Others                 | -                             | -  | -                                   | -  |
| <b>Total</b>           | 02                            | 01   | 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 addition 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 |
|-------|------------------|----------------------|------------|--------|
| 10    | 06               | 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

| Asst. Professors |   | Associate Professors |    | Professors |    | Others |   | Total |    |
|------------------|---|----------------------|----|------------|----|--------|---|-------|----|
| R                | V | R                    | V  | R          | V  | R      | V | R     | V  |
| 06               | - | 4                    | 02 | -          | -- | -      | - | 10    | 02 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

10



2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 01                  | 06             | 04          |
| Presented papers | 01                  | 06             | -           |
| 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 days during this academic year

201

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 conducted.

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

02

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division    |    |    |     |        |
|------------------------|--------------------------------|-------------|----|----|-----|--------|
|                        |                                | Distinction | I  | II | III | Pass % |
| B.A. III               | 46                             | 32          | 07 | 03 | -   | 91.3   |
| B.Com III              | 110                            | 82          | 26 | 02 | -   | 94.54  |
| BCA III                | 57                             | 42          | 14 | 01 | -   | 97     |

- Miss Madhura Vaze secured gold medal for securing the highest marks in optional Hindi 6<sup>th</sup> semester B.A. examination.
- Ms.Vanishree Bandar, Ms.Sheetal Vernekar and Ms.Shivani Vernekar secured 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                              | 01                                  |
| UGC – Faculty Improvement Programme            | Nil                                 |
| HRD programmes                                 | Nil                                 |
| Orientation programmes                         | 01                                  |
| Faculty exchange programme                     | 02                                  |
| Staff training conducted by the university     | Nil                                 |
| Staff training conducted by other institutions | Nil                                 |
| Summer / Winter schools, Workshops, etc.       | Nil                                 |
| Others   | Nil                                 |

#### 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                            | -                          | 02   | -                                      |
| Technical Staff      | 00                            | -                          | -  | -                                      |

## 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 works, 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        | 01      | Nil        | 01        |
| 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     | 02            | 06       | -      |

#### 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<br><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              | -             | -        | 01            | -          | 9             |
| Sponsoring agencies | -             | -        | Self financed | -          | 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

1 Ph.D thesis submitted.

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

JRF -

SRF -

Project Fellows -

Any other 2+1

- ❖ Prof. A. M. Naik of political science department submitted her Ph.D thesis on "Political Mobilization in 2008 Assembly Elections in Karwar" to Karnatak university , Dharwad on 9-11-2015.
- ❖ Shri Taranath Harikantra, physical instructor has registered his name for Ph.D. The subject is "An investigation into the effect of selected yogic exercises on acidity and type II diabetes patients" under the guidance of Dr.S.B.Malagi, Assistant Director of Physical Education Karnatak university , Dharwad.
- ❖ Prof.D.D.Guddammanavar, Guest faculty in Kannada is pursuing his doctoral research work on "Literature of Vishnu Naik-a study"

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 04 State level 05

National level 06 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 type="text" value="-"/>  | State level         | <input type="text" value="-"/> |
|                  | <input type="text" value="01"/> |                     | <input type="text" value="-"/> |
| National level   |                                 | International level |                                |

Pratima Kotharkar of B.Com I participated in Thalaseena camp for Kabaddi held in Delhi and was selected for National level Kabaddi team.

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="02"/>  | NSS           | <input type="text" value="04"/> | Any other | <input type="text" value="01"/> |

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 Smt.Divya Prabhu,a young I.A.S. probationer, who is presently working as assistant commissioner of Ankola. 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 2015-16.

- ❖ On 21<sup>st</sup> June International Yoga day was celebrated.
- ❖ The Green Brigade of our college celebrated World Environment day.
- ❖ On 2<sup>nd</sup> July N.S.S Red Ribbon wing & Red Cross unit were inaugurated.
- ❖ Celebrated Vanamahostava on 20<sup>th</sup> August.
- ❖ On 9<sup>th</sup> August had a talk on 'Quit India movement'.
- ❖ Conducted 'Leadership Training' & 'Know your currency note' programs on 9<sup>th</sup> August.
- ❖ On 5<sup>th</sup> September, students arranged "Teachers day" and felicitated their teachers. Students and teachers expressed their opinion about teaching profession.
- ❖ On 8<sup>th</sup> September 2015, Cultural Heritage Club instituted by Department of History conducted a program. Prof. Manoj addressed the students on Cultural Heritage- Historical Sense.
- ❖ Hindi day was celebrated on 14<sup>th</sup> September by Hindi department.

- ❖ On 16<sup>th</sup> September, World ozone day was observed.
- ❖ On 20<sup>th</sup> September World tourism day was celebrated by Department of Economics. Mr Maruti Rane of Premier of hotel presented a talk on “Employment opportunities in tourism”.
- ❖ Conducted a talk on ‘New education policy’ on 22<sup>nd</sup> September .
- ❖ On 2<sup>nd</sup> October Gandhi Jayanti was celebrated as ‘ shramadan day’.
- ❖ On 10<sup>th</sup> October 2015, program on Human Rights was conducted by Department of Political Science. Prof. V.M.Naik delivered a lecture on Rights of Children.
- ❖ On 1<sup>st</sup> November, our students participated in “Rajyotsava day” celebration.
- ❖ Conducted World AIDS day on 1<sup>st</sup> & Vijay divas on 17<sup>th</sup> December.
- ❖ College annual sports day was conducted on 18<sup>th</sup> December.
- ❖ On 27<sup>th</sup> December, Child Fund International Sponsors day was conducted by a donor organization from the U.S.A., which runs Karwar Rural Women & Child Development Organisation, Makheri.
- ❖ Conducted ‘Road safety week’ from 8<sup>th</sup> to 13<sup>th</sup> Jan.2016 in collaboration with RTO office,Karwar.
- ❖ Conducted Swami Vivekananda birth anniversary & national youth week from 12<sup>th</sup> to 19<sup>th</sup> January.
- ❖ On 20<sup>th</sup> January 2016, Blood donation camp was conducted in collaboration with Azad youth club, Karwar. Staff and students donated the blood.
- ❖ On 23<sup>rd</sup> January 2016, program on E-banking was conducted.
- ❖ On 25<sup>th</sup> January, observed voters day.
- ❖ On 26<sup>th</sup> Jan. celebrated Republic day. On the occasion meritorious students and excellent sportsmen were honored by the management .
- ❖ On 28<sup>th</sup> Jan. organized ‘Start up & Stand up India’ Program -a function to support P.M. Modi’s call to the nation to stabilize its economy.
- ❖ ON 30<sup>th</sup> January, the Ladies department conducted a workshop on ‘Safety First’ in collaboration with “DARE”, a social organization to empower women against rape and eve teasing.
- ❖ On 10<sup>th</sup> February , a team of experts from Jain college, Hubli addressed our students about higher study and placement opportunities.
- ❖ Observed World Radio day on 13<sup>th</sup> February.
- ❖ From 15<sup>th</sup> February to 27<sup>th</sup> February, spoken English classes were conducted by English department to inculcate the habit of communicating in a better way in English.

- ❖ On 19<sup>th</sup> February, students of B.Com final were taken to industrial estate, Shirwad, Karwar.
- ❖ On 22<sup>nd</sup> February Ms.Seema Chalawadi,who secured 2<sup>nd</sup> rank in L.L.M. exams was felicitated.
- ❖ On 22<sup>nd</sup> February , Vidya Poshak ,Dharwad conducted placement drive.
- ❖ On 24<sup>th</sup> February, Mr.Shekar delivered a speech on 'Capital Market Awareness'.
- ❖ On 25<sup>th</sup> February, Ms.Pratima Kotarkar was felicitated, for being selected to the national level kabbadi team.
- ❖ On 26<sup>th</sup> February, Surana college of Management conducted pre-mock test.
- ❖ On 29<sup>th</sup> February, history dept. conducted study tour.
- ❖ On 11<sup>th</sup> March 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 12<sup>th</sup> March onwards 'Fun week' was celebrated.
- ❖ On 15<sup>th</sup> Career guidance program was conducted.
- ❖ On 19<sup>th</sup> March, group discussion on Karnataka state budget was conducted.
- ❖ On 29<sup>th</sup> March, State level seminar on 'Pranayama, Asanas and Yoga' was conducted by the Department of Physical Education. Prof. Malagi from Department of Sports, Karnatak University delivered key note address.
- ❖ On 30<sup>th</sup> March, Foremost Information & Data Interchange Limited, Gao conducted workshop on 'Career in C.A.'.
- ❖ On 31<sup>st</sup> March, conducted PAN card awareness program.
- ❖ Conducted annual sports on 7<sup>th</sup> April.
- ❖ E-miscellany was released by Mr.T.B.Harikantra of Karavali Munjavu on 9<sup>th</sup> April.
- ❖ On 10<sup>th</sup> April, we conducted annual day.
- ❖ MS. Madhura Vaze ,who won gold medal for securing the highest marks in optional Hindi subject, to Karnataka university in B.A.6<sup>th</sup> semester exam was felicitated on 18<sup>th</sup> April 2016.
- ❖ A warm send off was given to the outgoing student welfare officer, Dr.A.S.Rane . Under his sponsorship meritorious past students were felicitated on the eve of past students meet on 30<sup>th</sup> April.

## **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 Laboratory   | 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       | Nil              |

#### 4.2 Computerization of administration and library

Admission is computerised , CCTV has been established everywhere in the college building .

#### 4.3 Library services:

|                                | Existing |         | Newly added |       | Total |         |
|--------------------------------|----------|---------|-------------|-------|-------|---------|
|                                | No.      | Value   | No.         | Value | No.   | Value   |
| Text Books                     | 18792    | 1874781 | 347         | 37826 | 19139 | 1912607 |
| Reference Books                |          |         |             |       |       |         |
| e-Books                        |          |         |             |       |       |         |
| Journals                       |          |         |             |       |       | 21,013  |
| e-Journals                     |          |         |             |       |       |         |
| Digital Database               |          |         |             |       |       |         |
| CD & Video                     | 14       | 4500    | 2           | 500   | 16    | 500     |
| Others (specify) Donated Books |          |         |             |       | 3000  |         |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Laptop | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|--------|------------------|------------------|--------|-------------|--------|
| Existing | 44              | 34            | 03     | 01               | -                | 02     | 04          | -      |
| Added    | 02              | -             | -      | -                | -                | 1      | -           | 1      |
| Total    | 46              | 34            | 03     | 01               | -                | 03     | 04          | 01     |

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 Centre. Provided central computer facility to students in the computer lab. 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 | 5,00,000=00        |
| iii) Equipments                          | 1,02,234=00        |
| iv) Others                               | -                  |
| <b>Total :</b>                           | <b>6,27,234=00</b> |

**Criterion – V**

**5. Student Support and Progression**

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

A printed copy of prospectus is provided to all the students at the time of admission. This booklet provides information 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 programs are conducted to help student to get good employment.

Teachers are encouraged to take initiative for research.

Special coaching is given to football players.

Special coaching is given to face competitive examinations.

### 5.3 (a) Total Number of students

| UG  | PG | Ph. D. | Others |
|-----|----|--------|--------|
| 371 | -  | -      | -      |

(b) No. of students outside the 

|     |
|-----|
| Nil |
|-----|

 state

(c) No. of international students

|     |
|-----|
| Nil |
|-----|

|         | Men |     |   |     | Women | Last Year |       | This Year |    |     |     |                       |       |  |
|---------|-----|-----|---|-----|-------|-----------|-------|-----------|----|-----|-----|-----------------------|-------|--|
|         | No  | %   |   | No  |       | %         | Total | General   | SC | ST  | OBC | Physically Challenged | Total |  |
|         | 12  | 32. |   | 25  | 67.   |           |       |           |    |     |     |                       |       |  |
|         | 1   | 61  |   | 0   | 38    |           |       |           |    |     |     |                       |       |  |
| General | 69  | 23  | - | 318 | -     | 410       | 56    | 19        | 02 | 294 | -   | 371                   |       |  |

Demand ratio 100%

Dropout % Nil

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

Conducted work shops and seminars on personality development, communication skill and career opportunities. Coaching for competitive examination by faculty and expert team.

No. of students beneficiaries

150

5.5 No. of students qualified 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 through Tutor/ward system.

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

16

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   |
| 03                              | 80                              | 16                        | Excluding the higher study aspirants. Almost 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 college election.

5.9 Mentors and the committees stress on gender equality.

5.9.1 NO. OF STUDENTS PARTICIPATED IN SPORTS, GAMES AND OTHER EVENTS.

02

02

--

State/ University level

National level

International level

- Mr. Ashwin Gudinho and Mr. Allan Alphanso were selected as university blue in Football and they represented Karnatak University in Inter-University Football 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

01

National level

02

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                                    | 165                | 2,79,411=00 |
| 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

Nil

National level

Nil

International level

Nil

Exhibition: State/ University level

Nil

National level

Nil

International level

Nil

5.12 No. of social initiatives undertaken by the students  
Blood donation camp, beach cleaning programme.

02

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

##### VISION

To be pioneers in uplifting the downtrodden and inspiring the talented students to render their best to the nation and mankind as a whole.

##### MISSION

- To harness the potentials by imparting quality education in Arts, Commerce & Computer Application by awakening their aesthetic sense, inculcating entrepreneurial skills and igniting the hidden powers to face the challenges of the modern competitive world.
- To foster the employability skills among students.
- To strive towards their cultural and ethical upliftment.
- To develop creativity in thought and approach.
- To create an academic environment conducive to quality teaching, learning and research studies with timely training programs.
- To provide access to excellent higher education for the youth.

#### 6.2 Does the Institution has a management Information System

yes

#### 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

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 survey etc.

#### 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 the management.

#### 6.3.8

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     | Staff Council maintains a contributory fund towards helping the needy students. |

6.5 Total corpus fund generated

25,000=00

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 has established effective Tutor-ward system. The tutors take care of their respective wards to accomplish their goals and be successful in their lives. They guide them regarding resolving their problems, both institutional and personal. The wards are encouraged to discuss their problems freely with their tutors. This helps to build a congenial atmosphere in campus.

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

7.3 Give details of the plan of action conceived during the beginning of the academic year has been successfully initiated and completed with the help of different stake holders

1. Enhancing the Communication skill of students by providing opportunity for program compering, group discussion, 5 minutes talk on topic of their choice.

2. Earn while you learn.

#### 7.4 Contribution to environmental awareness / protection

Conducted vanamahotsava.

Plastic free campus.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Ms.Kavya Naik of B.A. final created history by winning gram panchayat election from Aversa.

Miss Seema Chalawadi ,our alumni created history by securing 2<sup>nd</sup> rank in L.L.M.examination.

Ms.Maybe, our alumni and the singing sensation of karwar got selected for Bombay edition of saregama.

IQAC regularly analyses the feedback taken from its stake holders :

1.To facilitate SWOC Analysis.

2. To help the faculty to enhance the quality of its activities.

3. To strengthen the relation between students and faculty, a **Tutor-ward system** is established.

**As per the Recommendations of NAAC, 2 permanent administrative posts have been filled.**

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

- Decided to conduct National level workshop on 'Yoga'.
- Decided to conduct taluka level sports quiz.
- Decided to conduct seminars from various departments like Political science, Hindi, Kannada and English.

*Annexure 1*

Shivaji Arts & Commerce College, Baad, Karwar

Calendar of Events 2015-16

| Month          | Activities   |
|----------------|--|
| June 2015      | Admission of students for all classes.   |
| July 2015      | Fresher's Day [B.A., B.Com. , B.C.A. , students.]<br>Commencement of classes, consolidation of results and note on performance. Celebration of world population day, Anti-Drug awareness program, Save energy program by Dept. of Economics. |
| August 2015    | Inauguration of NSS activities. College election.<br>Independence day celebration. Vanmahotsava program.<br>First internal test.   |
| September 2015 | Union inaugural function. Teacher's day celebration. Singing competition. Hindi day function. History dept. function.  |
| October 2015   | Gandhi Jayanti Celebration and Shramadan. Second internal test.<br>Program on Human Rights.  |
| November 2015  | Semester examination. Break for midterm vacation.  |
| December 2015  | Re-opening of the college for the second term.   |
| January 2016   | Inculcating charity work among students. NCC program. NSS program.<br>Republic day. Martyr's day. Medical examinations for students.<br>Awarding cash prize to students.   |
| February 2016  | Traditional day. Picnic. First internal test. Spoken English Program. Visit to industries and Banks.   |
| March 2016     | Campus interview. Second internal test. State level Seminar on importance of Yogasana, Pranayama and Meditation.   |
| April 2016     | Annual day celebration & felicitation of meritorious students  |
| May 2016       | Semester examination   |

## Annexure 2

Shivaji Arts & Commerce College, Baad, Karwar

Student Feedback 2015-16

| Sl.No. | Name of the Faculty        | Department                | Feedback Score % |
|--------|----------------------------|---------------------------|------------------|
| 1      | <i>Prof. A.G.Kerlekar</i>  | <i>Economics</i>          | <i>94</i>        |
| 2      | <i>Prof. P.N.Savant</i>    | <i>Commerce</i>           | <i>91.5</i>      |
| 3      | <i>Dr. A.S.Rane</i>        | <i>Commerce</i>           | <i>90.1</i>      |
| 4      | <i>Prof.J.K.Nayak</i>      | <i>English</i>            | <i>86.2</i>      |
| 5      | <i>Prof.J.M.Rane</i>       | <i>History</i>            | <i>88.3</i>      |
| 6      | <i>Prof.A.M.Naik</i>       | <i>Political Science</i>  | <i>89.4</i>      |
| 7      | <i>Dr.B.H.Dodmani</i>      | <i>Hindi</i>              | <i>90.2</i>      |
| 8      | <i>Shri T.N.Harikantra</i> | <i>Physical Education</i> | <i>88.8</i>      |

## Annexure 3

### 7.2 Action Taken Report (Criterion VII)

- ✓ Conducted state level seminar on 'Pranayama, Asanas and Yoga'.
- ✓ Conducted 'Road safety week'.

- ✓ Conducted blood donation camp.
- ✓ Conducted seminar on 'Job opportunities in tourism'.
- ✓ Conducted "Safety first" awareness program.
- ✓ Conducted seminar on "Personality development and communication skill".
- ✓ Conducted seminar on 'Human rights and Environment'.
- ✓ Conducted workshop on Cultural heritage.
- ✓ Conducted special classes for slow learners and special guidance for fast learners.

### 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*