

**Anjuman Hami-E-Muslimeen's  
Anjuman Arts, Science, Commerce College  
& P.G. Centre, BHATKAL, 581320,  
North Kanara, Karnataka.**

**The Annual Quality Assurance Report (AQAR) of the IQAC  
For the year 2013-14**

**SUBMITTED TO**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

Anjuman Arts, Science Commerce Commege College & P.G.  
Centre Bhatkal

1.2 Address Line 1

Anjumanabad Bhatkal

Address Line 2

City/Town

Bhatkal

State

Karnataka

Pin Code

581320

Institution e-mail address

anjumancollegebkl@gmail.com

Contact Nos.

08385-226443

Name of the Head of the Institution:

Dr. K.C Nazeer Ahmed (Old)  
Prof.A.M.Mulla – Present

Tel. No. with STD Code:

08385 226443

Mobile:

9845578852

Name of the IQAC Co-ordinator:

Prof.A.M.Mulla (Old)  
Prof. M.M.Jamadar – Present

Mobile:

9845813162

IQAC e-mail address:

anjumancollegebkl@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

42<sup>nd</sup> EC/March 31,2007/206

1.4 NAAC Executive Committee No. & Date:

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

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

EC/33/A&A/250/Dated: March 31, 2007/206

1.5 Website address:

www.adc.ac.in

Web-link of the AQAR:

<http://www.adc.ac.in/AQAR2013-14.doc>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	-	2007	5 years
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

21/12/2005

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

2013-14

1.9 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 2008-09 06/07/2009
- ii. AQAR 2009-10 03-12-2014
- iii. AQAR 2010-11 03-12-2014
- iv. AQAR 2011-12 03-12-2014
- v. AQAR 2012-13 03-12-2014

### 1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution 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 ☐

### 1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

M.A Kannada, PGDCA, M.Com

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

Karnatak University, Dharwad

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

Autonomy by State/Central Govt. / University ☐ No

University with Potential for Excellence ☐ No

UGC-CPE ☐ No

DST Star Scheme

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UGC-CE

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UGC-Special Assistance Programme

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DST-FIST

---

UGC-Innovative PG programmes

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Any other (*Specify*)

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UGC-COP Programmes

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

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

---

2.4 No. of Management representatives

03

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and  
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

-

2.9 Total No. of members

21

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

2

Faculty

03

Non-Teaching Staff Students

03

Alumni

01

Others

05

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.	03	International	1	National	1	State	1	Institution Level	-
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(ii) Themes

1. Int. Sem- Global Employability – Challenges & Prospects on 24-07-2011
2. Nat. Sem- Moulana Abul Kalam Azad’s Life & Contribution on 04-03-2012
3. State - One Day Workshop Department of Computer Science Knowledge Discovery and Data Mining on 10-04-2011

## 2.14 Significant Activities and contributions made by IQAC

IQAC was established on 21-12-2005 after the first Assessment and Accreditation of the College. The IQAC is established with implementing several quality assurance and sustenance mechanism, to monitor and evaluate the outcome of the quality processes adopted.

The IQAC has been working as a facilitative and participative unit in overall performance of the institution’s academic and administrative tasks towards quality enhancement and sustenance. It channelizes all efforts and measures to ensure efficient and effective performance of the various parameters to internalize quality culture and best practices.

The IQAC works with various committees in the realisation of the goals and objectives:

The IQAC regularly meets the College Board Secretary and also the General Secretary and briefs them about the work/activities completed and to be carried out.

It Co-ordinates with the College Function Committee, Attendance Committee, Exam Committee, Library Committee, Mentoring Committee, Magazine committee, Career Guidance & Counselling Cell, Research Cell & other Units - The NSS, NCC, The Student Welfare Wing of the college and extends all support and co-operation.

The principal communicates to the IQAC the policies and plans of the College Board decision and the set objective to be attained during the academic year. He also gives the details of orders and circulars received from Department of Collegiate Education, University and the UGC Guidelines to be implemented.

The IQAC has successfully organized/conducted Seminars/Workshops/ Resource Lectures/Fest as per the college academic calendar. The IQAC makes necessary recommendation to the principal regarding infrastructure development & maintenance. It has taken initiatives in promoting quality teaching - learning methods in theory and practice and internalizing quality culture, best practices and optimum use of ICT resources.

IQAC has made recommendations to the principal regarding library requirements, lab equipments & sports material to be purchased under UGC funds. It ensures that students support and progression is strengthened and monitored at all levels.

## 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 2013-14

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>To prepare Annual calendar for organising events and activities.</li> <li>Optimum utilisation of available ICT resources in teaching – learning.</li> <li>To reconstitute IQAC Committee with necessary changes as per new guidelines</li> <li>To organize a special lecture on Isteqbal-E-Ramzan.</li> <li>To conduct a parent orientation program.</li> <li>To arrange for lecture by resource persons.</li> <li>To conduct and Industrial visit to Bangalore for final year students.</li> <li>Communal Harmony Fortnight Programme.</li> <li>To Inaugurate Bharath Scouts &amp; Guides for Rover.</li> <li>To organize Karnatak University Football Single Zone Inter Collegiate Tournament for Men</li> </ul>	<ul style="list-style-type: none"> <li>College Annual calendar was prepared &amp; implemented.</li> <li>Faculty have made use of all available ICT facilities in teaching learning.</li> <li>IQAC has been reconstituted as per the new composition guidelines.</li> <li>A special lecture on Isteqbal-E-Ramzan was arranged and the guest speakers spoke on the significance of fasting and moral values.</li> <li>A parent orientation program was organized on 07-07-2013.</li> <li>A special lecture programme was arranged on 24-08-2013 by Prof. Moulana Shakeel Kazmi HOD Oriental College, Patna.</li> <li>Our Student's Welfare Officer accompanied the final year students for an industrial visit to Bangalore.</li> <li>As per the circular from the Regional Joint Director, Dharwad Communal Harmony Fortnight Programme was held on 26-08-2013.</li> <li>We conducted an inaugural function Bharath Scouts &amp; Guides for Rover.</li> <li>We organized the Karnatak University Football Single Zone Inter Collegiate Tournament for Men on 17-02-2014.</li> </ul>

<ul style="list-style-type: none"> <li>• To organize a One Day State Level Management Activities competition.</li> <li>• To organize an International Research Seminar.</li> <li>• To purchase Text Books, Reference Books &amp; Journals for the Library</li> <li>• To undertake the repair work of four class rooms on first floor – slab plastering and to fix tiles with painting for function hall.</li> </ul>	<ul style="list-style-type: none"> <li>• We successfully organized a One Day State Level Management Activities competition on 11-03-2014.</li> <li>• We organised a Management sponsored multi-disciplinary International Research Seminar on “Recent Trends &amp; Issues In Commerce, Management, Engineering, Information Technology, Mathematics, Statistics, Humanities &amp; Social Sciences” in collaboration with ‘Indo Global Chamber of Commerce, Agriculture &amp; Industries, Pune’</li> <li>• We have purchased a total of 132 books for the Library worth Rs.63353/-</li> <li>• As part of maintenance of infrastructure slab plastering was done for four class rooms of first floor and a sum of Rs.433000/- was spent by the management. Tiles were fixed in the Function Hall along with painting and sum of Rs.243000/- was spent by the Management.</li> </ul>
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*\* 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

- All the recommendations and suggestions made by the IQAC in the IQAR were placed in the College Board Meeting and the Management approved the same.
- Infrastructure requirements, student - centric teaching-learning, academic programmes and activities.
- Items to be purchased under the UGC grant funds, conducting of seminars/ lecturer by resource persons, library – books and other requirements.
- Co-curricular activities, sports – track/field events/ Annual Sports Day and Annual Social Gathering were conducted.
- As part of maintenance of infrastructure slab plastering was done for four class rooms of first floor and a sum of Rs.433000/- was spent by the management. Tiles were fixed in the Function Hall along with painting and sum of Rs.243000/- was spent by the Management
- We successfully organized a One Day State Level Management Activities competition on 11-03-2014.
- We organised a Management sponsored multi-disciplinary International Research Seminar on “Recent Trends & Issues In Commerce, Management, Engineering, Information Technology, Mathematics, Statistics, Humanities & Social Sciences” in collaboration with ‘Indo Global Chamber of Commerce, Agriculture & Industries, Pune’.

## 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	02	-	02	-
UG	03	-	-	-
PG Diploma	01	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	06	-	03	-

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	-
Annual	-

#### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni ☒ Parents ☒ Employers ☒ Students ☒

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.

No revision or update of syllabi

#### 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
	17	03	12	-	02

2.2 No. of permanent faculty with Ph.D.	02
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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
	-	17	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty	02	-	15
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#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	10	01
Presented papers	06	03	-
Resource Persons	-	-	-

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

Faculty uses all ICT facilities – Computer, Internet, E-Library, Smart Boards, Projectors, and Laptops. Staff are given full freedom to use innovative teaching best suited to them taking in consideration the academic needs of the students.

Students have access to all the facilities mentioned above. Students make use of computers internet and E-library in presenting their seminar & preparing project work etc.

2.7 Total No. of actual teaching days during this academic year	186
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#### 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Internal Assessment Tests are conducted by the exam committee, Home Assignments in each subject is given by the concerned teacher and valued by them. Semester exams are conducted by the University.

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

79%

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 V Sem	11	02	02	-	02	54.5%
B.Sc. V Sem	13	04	04	-	03	84.6%
B.Com V Sem	116	16	29	32	14	78.4%

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

- To prepare calendar of events in the beginning of the academic year.
- To make recommendation to the principal to recruit required faculty
- To encourage staff to make use of innovative teaching methods and to use ICT facilities whenever necessary.
- To arrange for special lecturers on relevant topics – Personality Development, Communication Skills, Subject Specific Topics by inviting Resource Persons.
- To organise Seminar/ Conference/ Workshop/ Fest/ Special Lecture on the relevant topics decided in the staff meeting that would benefit both the staff and the students.
- To review the results of each semester of all the classes and identify the weak students and conduct extra classes for them.
- To issue letter of appreciation to those members of faculty with excellent presence.
- To analyse the students feedback and mentoring records received and make necessary recommendations to the principal regarding academic requirements/ difficulties of the students

2.13 Initiatives undertaken towards faculty development

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

Others	-
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#### 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	05	17	Nil	Nil
Technical Staff	-	-	-	01

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC has established a Research Cell in our college. The Research Cell has been motivating and encouraging the members of staff and students to engage in research work. The members of research Cell were organizing special lectures, talks and workshops on research methodology to promote research.

As a part of regular academic syllabi by KUD for PG students PG class faculties were assigned the project work in order to make the students aware and motivate them for further research work.

During academic year 203-14 the cell has organized / conducted 04 lectures for staff and for students 04 lectures.

The research cell make recommendation to IQAC to provide or arrange for internet facilities, library books, and lab facility etc. at subsidized rates to those staff / students involved in research work.

#### Members of Research Cell:

- |                          |              |
|--------------------------|--------------|
| 1. Dr. K.C. Nazeer Ahmed | Co-ordinator |
| 2. Dr. S.R. Usmani       | Member       |
| 3. Dr. N. Madhysta       | Member       |
| 4. Dr. Suresh Naik       | Member       |

#### 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	---	01	---	---
Outlay in Rs. Lakhs	---	---	---	---

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	02	---
Non-Peer Review Journals	---	---	---
e-Journals	---	---	---
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

Number	---	01	---	---	---
Sponsoring agencies		Indo Global Chamber of Commerce, Industries & Agriculture, Pune and Anjuman Degree College & P.G Centre, Bhatkal.			

3.11 No. of conferences organized by the Institution

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
01	---	01	---	---	---	---

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

3.22 No. of students participated in NCC events:

University level	<input type="text" value="30"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="05"/>	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="---"/>	College forum	<input type="text" value="---"/>
NCC	<input type="text" value="02"/>	NSS	<input type="text" value="05"/>
		Any other	<input type="text" value="---"/>

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

- Our NCC and NSS units participated on **Vanamahostava Programme** at college campus and they also took part in 'Go Green' programme conducted by Assistant Commissioner of Bhatkal in association with Forest and Horticulture Departments.
- Our NSS volunteers collected funds for 'Uttarakhand flood relief fund' and collected amount remitted to "Prime minister's National Relief Fund".
- NSS unit has conducted one week camp at Gandhinagar School Bhatkal. During the camp our volunteers were engaged in 'Shramadhan' and during the day and they have educated the rural people regarding the government programmes, solid waste management and kannada literature. Special lectures were also conducted for students as well as for local public by the scholars and resource persons.
- Lt. S.A. Indikar Company Commander along with 05 NCC cadets attended 'National Integration Camp' held at ALLAPHUZA, KERALA.
- Prof. R.S. Nayak HOD of Kannada was invited as a resource person at 58<sup>th</sup> Karnataka Rajyostava Day celebration held at police parred ground Bhatkal.
- Prof. A.M. Mulla HOD of Commerce invited as Chief Guest for Annual Day Function of Touhed Education Trust, Shiroor.

## 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	50-acres	–	Management	50-acres
Class rooms	15	–	management	15
Laboratories	06	–	management	06
Seminar Halls	01	–	management	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	66	-	-	66
Value of the equipment purchased during the year (Rs. in Lakhs)	767990	-	-	767990
Others	595928	-	-	595928

#### 4.2 Computerization of administration and library

Efforts have been further strengthened to improve our e-library. Other electronic subscriptions have been continued.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24128	1410304	121	38,694	24249	1448998
Reference Books	2526	407933	07	20189	2607	462211
e-Books	51000	5,000*	-	-	51,000	5,000*
Journals	20	14,860	04	4470/-	24	19,350

e-Journals	2100	5000*	--	-	2100	5000*
Digital Database	N-LIST	5000*	-	-	N-LIST	5000*
CD & Video	75	-	25	-	100	-
Others (specify)						

Note: \* is related to the total amount inclusive of E-Books, E-Journals & Digital Database

#### 4.4 Technology up gradation (overall) :

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	72	02	04	01	-	01	04	02
Added	-	-	-	-	-	-	-	-
Total	72	02	04	01	-	01	04	02

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

Computer training programme was made available to the interested staff. Several staff members have made use of this opportunity. For students it is part of their curriculum under Computer Science and Computer Application Courses. All the Staff and students have access to BSNL Broadband Internet facility installed in the Computer Science lab. This facility has also been extended to non-teaching staff to improve their work efficiency. Computer training package programme was made available to the interested staff. Several staff members have made use of this opportunity. For students it is part of their curriculum under Computer Science and Computer Application Courses. Further efforts have been strengthened and consolidated.

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

i) ICT

-

ii) Campus Infrastructure and facilities

433000

iii) Equipments

15874

iv) Others

27183

**Total :**

476057

## **Criterion – V**

### **5. Student Support and Progression**

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

- Campus Selection programmes have been initiated for the benefit of students. Latest information has been uploaded in the college website to give access the information relating to scholar ships, fee concessions, exam programmes curricular and co-curricular activities to the students.
- Competitions in co-curricular activities at National and International levels are frequently uploaded for the benefit of our students, with al copy on the Notice Board for the information of our students.
- The IQAC and SWO co-ordinate and arrange special lectures from experts on various topics from time to time.
- The placement officer of our college guides and assists students of both UG & PG in connection with training, preparation and campus interviews and other competitions.
- The Sports department makes special arrangements for coaching/training to outstanding sportsman who participate, quality and win awards at State and National Competitions.
- The career guidance and counselling Cell land Mentoring committee have been providing the required infrastructure and guidance in academic and non-academic pursuits.
- Members of the management visit the classes to counsel and motivate the students in their academic and non-academic .The Secretary of the College Board is accessible to the students on every Thursday for interaction.
- A separate student's vehicle parking facility a Watchman has been appointed to take care of students vehicles.

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

- Attendance committee maintains records of attendance of students and submits the same to the college office on a monthly basis.
- List of students who run shortage of attendance are displayed on the notice board. Their parents are called in for an interaction with the Principal on a regular basis.
- Results of internal assessment tests are shown to the students by concerned teachers.
- Teachers assist the weak students/slow learners to improve their attendance and performance in examinations.
- NCC, NSS, Sports & Scouts Department encourage and motive students to participation in college, inter-college, district, state and National level competitions.
- Mentoring committees have been formed to counsel and assist the students in their studies, personality development, building up of social and moral values and career building.
- The college Board periodically reviews university results of semester exams of the students to achieve academic excellence.
- Regular reviews are also done in the Staff and HOD Meetings.
- Members of the teaching staff are motivated to adopt suitable measures to improve the results.
- Academically sound students have been motivated to assist the slow-learners in their studies.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
437	96	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	478	90		55	10

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
23	16	21	503	---	563	29	12	19	477	--	533

Demand ratio - 100%

Dropout 1 to 2%

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

- Though we are not giving regular coaching for competitive exams, we are helping them by displaying on the notices boards the information /advertisements regarding competitive exams.
- Students interested in appearing for competitive exams can borrow the books and magazines, journals etc from the library on subscription.
- NCC unit of our college displays all information regarding defence service examinations and briefs the cadets during their regular training parades.
- Necessary help is given to the students by the concerned faculty members who approach them.

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

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

#### 5.6 Details of student counselling and career guidance

At the time admissions principal and attendance committee will screen and counsel the students to make right selection of the course.

In the beginning of the academic year, all the teachers counsel students in the classes about the semester pattern, examinations, facilities available –library, Sports, NCC, NSS etc

Career Guidance and Counselling Cell strives to help and guide the students in selection of their careers and required preparation.

Students have been given free access to the College Board Secretary, Principal, and Vice Principal for assistance and guidance.

No. of students benefitted

533

### 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
–	–	–	14

### 5.8 Details of gender sensitization programmes

The college conducts NSS camps of a Week's duration in which eminent and resource persons are invited to deliver lectures on various topics that would benefit gender sensitization-Role of Youths and Students in nation Building, Women Empowerment, anti Dowry , gender equality, Social equality & Reservation Policies, anti ragging, Women Status and respect for fair sex etc.

### 5.9 Students Activities

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

State/ University level

66

National level

02

International level

--

No. of students participated in cultural events

State/ University level

21

National level

48

International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level

07

National level

--

International level

--

Cultural: State/ University level

07

National level

16

International level

--

### 5.10 Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution	–	–
Financial support from government	46	2,33,099:00
Financial support from other sources	05	50,000:00
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: Nil

## Criterion – VI

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

### 6.1 State the Vision and Mission of the institution

#### **OUR VISION**

- To develop this college into a premier Institution of Higher Education and be an active component of National Educational System.
- To interact with institutions of Higher Education and other organizations those have similar interests and goals.
- To develop human resource of high caliber that is nationally comparable and internationally acceptable with the counterparts, which will empower our students to cope up with competitive needs in the changing global scenario.
- To work for the Educational Empowerment of our students by imparting knowledge, skills, moral values and attitude.
- To be efficient, effective, community acceptable and excel in education and service.
- To induce paradigm shift in region and community that education is pre-requisite for human development.
- To reach the unreached and serve the unserved with education.
- To propagate scientific temper, liberalism and humanism.

#### **OUR MISSION**

- To cater to the Educational needs of Bhatkal and surrounding areas.
- To induce knowledge that fosters self-learning and continuous improvement.
- To impart value based quality education and develop adaptability skills.
- To strive for academic and extra curricular excellence through quality, efficiency, innovation and continuous improvement in all the processes of our system.



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:

6.3.1 Curriculum Development

Our college is a degree college affiliated to Karnatak University Dharwad. In the semester pattern of education the University prescribes the syllabus & subjects. The BOS invites senior faculty members for framing/designing the syllabus. Workshops are also conducted by the University to review the existing syllabus and to make necessary changes if required. The curriculum prescribed by the University is taught in the college as per the academic calendar and work distribution.

6.3.2 Teaching and Learning

The objective of the institution is to make the students globally competitive. The strategy and approaches adopted by the teachers in the delivery of education is learner – centric, innovative methods of pedagogy are adopted in imparting quality education. The institution strives to provide necessary Knowledge, Skills, Attitude to the students to face the Global Challenges and become responsible citizens. Our teachers are taking use of modern technology like using smart boards, laptops, power point presentation etc to provide updated knowledge to our students.

6.3.3 Examination and Evaluation

In the semester pattern of education the University conducts the semester exam of 80 marks in theory at the end of every term. In each academic year the students write two semester exams at the college level. We conduct two Internal Assessment Tests of 20 marks each and home assignments of 20 marks which will be aggregated and reduced to an average total of 20 marks. Evaluation of 80 marks theory papers is done at University central valuation camps.

#### 6.3.4 Research and Development

In order to promote research related activities, publications and academic development we have formed Research Cell. The Research Cell Co-ordinates with the members of the staff. The committee encourages and motivates aspiring members of the staff engaged in research and also those who are interested in research & development work. The Research Cell makes recommendations for necessary academic/financial help to the scholars. Some members successfully published research articles in national and international magazines.

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

We have separate e-library to facilitate the students to take use of modern technology to upgrade their knowledge. We have installed 14 computers in the Library and we have availed e-library package for all students. Our library is well stocked with books, magazines, journals and regular news papers. We have two computer labs with Internet facilities for UG & PG separately; students and staff have access to the labs during college hours. Necessary Lab instruments and equipments are purchased regularly as and when HOD's of all departments make recommendations. We have utilized UGC funds worth Rs.48,000 and Rs 1,10,419 from our own resource, in total Rs.1,58,419 spend for library, equipments and chemicals for the academic year 2013-14.

#### 6.3.6 Human Resource Management

The Principal in consultation with HOD's collects information about work-load and other academic requirements of the departments. Plans are worked out regarding the distribution of work among the existing approved and unapproved staff for smooth and effective implementation of strategies.

#### 6.3.7 Faculty and Staff recruitment

The Department of Collegiate Education has stopped approvals due to economy measure imposed by the Government. Anjuman Management has been approaching the Department of Collegiate Education to appoint approved staff in vacant posts. If vacant posts are not filled with approves staff then our management will appoint the eligible candidates and avoid any kind inconveniences to the students due to economy measures imposed by the Government.

Management has been taking utmost care in recruiting eligible and able candidates to serve at our college for teaching and non teaching posts. At the beginning of the academic year HOD's of each department submit individual and departmental work-load and requirements to the principal. In the College Board meeting the principal places the staff requirement teaching and non-teaching to be filled of immediately. Advertisements for vacancies are given in the national and regional news papers. Oral interviews are conducted in which subject experts, management members, principal and HOD's are present. The selected candidates after clearing the oral interview should also clear the demo interview.

6.3.8 Industry Interaction / Collaboration

No

6.3.9 Admission of Students

We have computerised data base of the students to retrieve any information of the students. We are giving admission to all the students who are eligible irrespective of caste, creed or colour to provide education to all those who are willing to take admission to our college. Students are admitted as per the norms of Karnataka University, Dharwad.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	-

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Agency	Yes	Authority
Administrative	Yes	Agency	Yes	Authority

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 university takes care of all examination reforms. Taking into consideration the recommendations of the BOS/ Associations/Forums/ of the students needs the University has introduced compulsory subjects in the combinations like Computer Applications, Personality Development & Communication Skills, Indian Constitution, at Under Graduate level for B.A, B.Sc. & B.Com at different semesters. In the Academic year 2012-13 University has revised the UG syllabus which takes place once in 5 years.

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

No efforts are made for autonomy.

6.11 Activities and support from the Alumni Association

The Staff Co-ordinator of Alumni Association and the president are making all efforts in expanding our alumni base. We conduct Alumni Association Meeting once or twice in an academic year. Our Alumni are actively associated in our onward journey and developmental activities & programmes.

6.12 Activities and support from the Parent – Teacher Association

Parents/Guardians are counselled at the time of admission. Parents Meet is held once or twice in an academic year. Problems/difficulties/grievances are discussed with faculties, principal/ management, accordingly their suggestions are welcomed and some are implemented.

6.13 Development programmes for support staff

Our support staffs have participated in one day “Sakala” training a (Plan of state government). Our support staffs have participated in one day training organised by the Karnataka University, to extend complete support for the students who appear for the exams on external basis. The other office staffs are also deputed to participate in various training/workshop organised/conducted by the DCE/KUD/Management.

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

AHM's

- We are regularly participating in tree plantation programs conducted by the forest department and our college units such as NSS.
- We display posters and placards in & outside the College Campus to create awareness of “Clean City and Green City” stop use of plastic bags pollution free environment

## 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.

1. Instalments facility given to poor students to pay the college fees.
2. Special cash prizes from the management have been given in academic year for Mr.punctual, Toppers- for securing highest marks in Arts Science and Commerce faculties, and Best out going student. Special prizes were also given for significant achievements in sports.
3. Special Lecture programmes are arranged to enlighten students on various academic & carrier prospects point of view.
4. Every Thursday interaction of students with College Board secretary i.e. one to one interaction to know the students and their academic problems.
5. Regular Special Lectures by Resource Persons and CA's, Entrepreneurs, Industrialists, Sportsmen and Government officials from various departments are conducted to motivate students and to give exposure to the corporate learning atmosphere. Peer learning is practiced to expand our teaching methodology and knowledge base.
6. Mentoring Sessions are conducted by all the teaching staff by taking an allocation of 20 students on an average.
7. Student Welfare Wing is also conducting regular career counselling and placement efforts to help students
8. Use of Smart boards, Laptops & Projectors for classroom teaching for UG and PG students.
9. Separate UG and PG Computer labs along with one common e-library facility.
10. To support staff for their regular reference college has installed computer with internet facility in the staff common room.
11. Innovative financial literacy programme is introduced with an objective of providing free

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 decided upon at the beginning of the year was carried out successfully with support of the management. The staff of the college has implemented all the activities as per the plan of action and achieved all the expected outcomes as given in 2.15. The students have extended all co-operation in conducting/organizing all the activities, functions & programmes.
- We have received total UGC grants of Rs. 41,78,501/- for the academic year 2013-14.
- We have organised Financial Literacy programme with an objective of providing free financial literacy education and credit counselling to our students.
- We have organised a One Day International Research Seminar in joint association of Indo Global of Commerce, Industries & Agriculture, Pune, on a multi disciplinary topic.
- An Interaction programme for post graduate students in commerce was conducted and clarified their academic doubts and also given career guidance for the better prospects.
- Subscribed for 19 international and 8 national journals along with more E-books and e-journals for the reference of students and staff in e-library.
- Our library also provides reprographic service to the users through providing photocopies of documents required by our students at nominal charges.
- Many of staff members from various departments attended and presented various research papers nationally and internationally.
- A Two days industrial visit has been organised for UG students to Bangalore.
- Fourteen students from our college including UG and PG students got selected in various companies after undergoing placement training and counselling at our college level.
- Our college has organised Karnataka University single zone inter collegiate football tournament for men.

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

- To motivate our students, we have invited our own alumni as Chief Guests and also as Resource Persons for some functions and programmes.
- Students are given training and opportunity to act as Anchors/ MOC in organising functions/programmes /fests to develop leadership qualities and self confidence.
- We Honour/Felicitate students who secure ranks/highest marks or those who excel in sports – University Blues/State Level/National Level selection by giving special cash prizes, trophies and certificates on Annual Day celebrations
- Assistance to Outside Research Scholars/ Lecturers : In order to help and encourage research related activities , we have provided on request our library, internet/computer, photocopies of materials and other research related help to aspiring scholars of the neighbouring institutions.

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

7.4 Contribution to environmental awareness / protection

1. Our students have taken initiative with the help of Management, Principal and staff on a regular basis to keep the campus very clean and they are also having a practice of attending socially responsible activities such as “Clean Bhatkal”
2. Cleaning of Campus of Hospitals & Government Offices through NSS volunteers.
3. Bringing Traffic awareness among the youngsters was our focus and towards this we have invited guests to address the alarming traffic issues and our NCC cadets has also extended their help in this direction.
4. We are regularly participating in tree plantation programs conducted by the forest department and our college units such as NSS.

7.5 Whether environmental audit was conducted?

NO

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

Strengths:

- Our College has a sprawling 50 acres of campus
- We have a good library with 26856 number of books (Under Graduate-25585, M.Com-268, M.A Kannada-725, PGDCA-210) along with International & National Journals, daily news papers and fortnightly magazines related to various subjects.
- We have e-library facility for the students where we have 55000 e-books and 2500 e-journals.
- The college playground covers an area of 7-acres.
- Adequate infrastructure by way of well ventilated and illuminated lecture rooms .
- We have active Cell of NCC to improve and motivate towards Nation building & self discipline in students.
- Our college is also having Student Welfare Officer to guide student participation in various competitions, activities and Recruitment of students; few are placed by direct appointment immediately prior to and after completion of the degree course.
- Active Cell of NSS cadre to serve the society and economy.
- Strong Teaching-Learning Process. More emphasis on learning in the **Teaching Learning Process** with teachers as facilitators and mentors.
- All teachers are highly committed, competent, qualified. High retention rate of the faculty members.
- Two Asst. Professors are *Ph.D.*, and few are *M.Phil*, degree holders. Some of them are doing Ph.D. They are regular contributor of research publications (nationally/ internationally), books.
- The admissions are given to all classes without any discrimination. The Commerce faculty has a remarkable strength.
- The meritorious students get endowment prizes and scholarships given by the well- wishers.

Academic Year	Number of Students	Amount
2011-2012	33	Rs.88,889

- Academic results are quite satisfactory.
- We have good infrastructure facilities for academic learning and excellence, where we have installed Smart boards in most of the class rooms along with projectors.
- Our college has separate computer labs for UG and PG courses.



#### **Weaknesses:**

The following are some of our weaknesses on which we have to improve

- We need additional class rooms for PG.
- We need Conference/PPT Hall & Auditorium.
- There is strength in our Arts and Science courses should improve.
- We need Wi-Fi facility in our college campus.
- There is a need of separate staff rooms faculty-wise.

#### **Opportunities:**

- Utilizing our vast campus available, where in we can extend our premises with value added facilities for different courses.
- To appoint faculty having PhD for PG course.
- There is a scope for faculty development programs on a regular basis.
- There is a scope for Gardening and beautification of our campus
- An opportunity to introduce PG courses in Science. (M.Sc in Mathematics, Physics or Chemistry).

#### **Threats:**

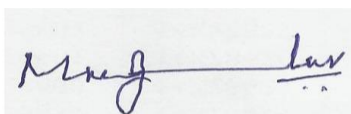
- As there are no sanctions and approvals from government many talented intellectuals are not taking keen interest in teaching profession.
- Most of the meritorious and brilliant students are attracted towards commerce courses. So the strength of students opting for the studies in Arts, and Science has reduced.
- There is a lack of information systems and database systems which reduces the efficiency in administrative work and correspondence. Hence we need to install MIS in our institution.

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

1. Submit proposals to UGC to receive more grants for the next academic year i.e 2014-15 so that we can utilise the same for all developmental activities, further college has also planned to set up a separate 'fund utilization committee' for next academic year.
2. A well furnished IQAC office with necessary equipments.
3. Good sound system in the existing Function Hall.
4. Install office automation software.
5. Wi-Fi facility in the college campus.
6. Gymkhana Hall for students with recreational facilities.
7. To start with an innovative "Thursday activities" where our students can participate regularly in management games, mock interviews and group discussions, panel discussions etc.
8. College has planned to introduce Credit based library cards for meritorious students of our college.

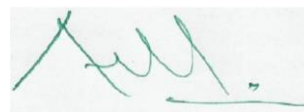
9. Total Quality Management (TQM) workshops/ seminars for the faculty for the overall quality development are planned for the AY 13-14.
10. Giving more emphasis on minor and major UGC sponsored projects is at focus for the next Academic year.
11. Compulsory Dress code for UG and PG students has planned from the next academic year.
12. Construction of Separate Auditorium is proposed for conducting college functions. (Seminars / workshops etc.)
13. Construction of four (04) additional class rooms for P.G classes.
14. College has planned to have more eco awareness programmes in campus such as Go Green, E-waste management, Clean City, Green computing etc.
15. Taking initiative to make involve college alumni in awarding meritorious students from each department with incentives such as gold medals / cash prizes.
16. College has planned to organise Two, State/ National Seminar/International seminar/workshop in our college in discipline of commerce or science.
17. College has planned to enhance the intake capacity of PG (M.Com) department by placing our request to Karnataka University, Dharwad.
18. Subscribing more E-books and e-journals for the reference of students and staff in e-library.
19. To provide more scope for the faculties from various departments by attending and presenting research papers on various subjects.
20. To provide more scope for students to attend Job fairs / Job Melas and to know the professional process involved in selection.
21. Our sports department has planned to submit a proposal to the University for organising Karnataka University Third Zone and inter Zonal Kabaddi tournament for men.
22. We intend to organise a state level management activities for UG and PG students.

*Name Prof. M.M.Jamadar*



*Signature of the Coordinator, IQAC*

*Name Prof. A.M.Mulla*



*Signature of the Chairperson, IQAC*

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## Annexure I

### CALENDAR OF EVENTS

Sl. No	Date	Seminar/Workshops/Functions	Resource persons/Guests/Invitees
01	19-06-2013	NAAC Committee & IQAC Meeting	Principal & Staff
02	29-06-2013	NCC & NSS Rally on Uttara Khand Flood Relief Fund	
03	04-07-2013	Get Together Function	
04	06-07-2013	Isteq Bal-E-Ramzan	
05	07-07-2013	Parents oriental program	
06	11-07-2013	Staff And other Meeting	
07	15-07-2013	67 <sup>th</sup> Independence Day Celebration	Principal, Staff & Students
08	19-08-2013 to 22-08-2013	1 <sup>st</sup> Internal Assessment Test	College Examination Committee

09	24-08-2013	Special Lecturer Program	Prof. Moulana Shakeel Kasimi, HOD Oriental College Patna
10	28-08-2013 to 29-08-2013	Industrial Visit to Bangalore	Under SWO
11	26-08-2013	Communal Harmony fortnight program	
12	04-09-2013	Inaugural Function for Bharath Scouts & Guides for Rover	Chief Guest Dr. GG Sabhahit, District Chief
13	23-09-2013 to 26-9-2013	2 <sup>nd</sup> Internal Assessment Test	College Examination Committee
14	12-10-2013	Staff Meeting	Principal & Staff Meeting
15	12-10-2013	Last Working day	
16	12-12-2013	Re-Opening day	
17	26-01-2014	Republic Day ceremony	Principal, Staff & Students
18	10-02-2014 to 13-02-2014	1 <sup>st</sup> Internal Assessment Test	College Examination Committee
19	17-02-2014	Inaugural Football Single Zonal Inter Collegiate Tournament for Men	Chief Guest:Dr.umesh muktamath physical Education Director forestry college sirsi
20	30-03-2014 to 02-04-2014	2 <sup>nd</sup> Internal Assessment Test	College Examination Committee
21	11-03-2014	One day State Level Management activities	Chief Guest:Mustaq ahmed Bavikatti
22	13-04-2014	International research seminar on Recent trends and issues in Commerce,Management,Engineering,Information Technology,Mathematics,Statitistics,Humanities and social science	Chief Guest:R.L Hyderabad professor Department of PG studies and research in commerce Karnataka university Dharwad
23	27-03-2014 to 29-03-2014	District rovers rangers camp	At;koppadamakki tq; Honnavar
24	06-04-2014	46 <sup>th</sup> Annual athletic meet	Chief Guest: R.G.Bhatt ACF Bhatkal division Bhatkal
25	24-02-2014 to02-03-2014	NSS annual camp	Chief Guest:smt.radha subray naik.at.Gndhinagar. Heble. Bhatkal
	12-12-2014	NSS Meetimng for Sakala Programme of state Government	Co- ordinator and principal

## Annexure II

### **SPROTS ACTIVITIES**

*"Love playing every game as if it's your last."*

- Michael Jordan

-

Sports activities form an integral part of students' career. Our students are enthusiastic sportsmen with zeal and ambition for their best performance. Our students have participated in various Games and Athletic activities conducted by Colleges and the University at Zonal and Inter Zonal level as well as South Zone All India Inter University. The following are some of the sports achievements by our students during the academic year 2013-14.

In the month of August, 2013(26<sup>th</sup> to 28<sup>th</sup>) one of our college students,

Mr. Prashanth Prabhu K. of B.Com VI- sem, was selected as University Blue in Table Tennis – Men 2013-14. And he represented Karnatak University for South Zone All India Inter University Table Tennis Tournament at Kakinada, Andhra Pradesh.

It is a proud and pleasure to mention here that- in the history of our Anjuman Degree College, a student- Mr. Mohammed Mohtisim of B.Com Vi-sem was selected University Blue in Cricket Men 2013-14 (Oct-28 to Nov-1). And he represented Karnatak University for South Zone All India Inter University Cricket Tournament Men-2013-14 at Pondicherry.

Athletic team has participated in Karnatak University 63<sup>rd</sup> Inter Collegiate Athletic Meet 2013-14 at K.U.D. Campus where in our two students, -

Mr. Muhammed Musayyib Mulla bagged Silver Medal and Bronze Medal for Discuss Throw and Shot Put respectively, while Mr. Arfa bagged Bronze Medals for Hammer Throw and Discuss Throw.

It is an honour to inform you that our college for the first time had organized Karnatak University Single Zone Inter Collegiate Football Tournament (Men) on 17<sup>th</sup> and 18<sup>th</sup> February 2014, it was a unique experience to see ten teams in the tournament

The College has enthusiastic sports men, who participated in Badminton (Shuttle), Weight Lifting and Cricket and won the appreciation of the audience.

An another asset of our college is our Kabaddi team, which participated in Karnatak University 3<sup>rd</sup> Zone Inter Collegiate Kabaddi Tournament (Men) held on 21<sup>st</sup> February, 2014 at SDM College, Honnavar, Karwar District. Under the Captainship of Mr. Syed Mohiddin Nouman B.Com VI-Sem and Vice-Captainship of Mr. Mohammed Mohtisim of B.Com VI-Sem the team gave its remarkable performance. And Mr. Mohammed Mustaqeem Meeran of B.Com IV-sem was the Best All-Rounder. And the team also participated in Inter Zonal Kabaddi Tournament held on 26<sup>th</sup> February 2014 at Hole Aluru, Gadag District.

The college has a versatile Table Tennis Team, which could escort the honour of Karnatak University 3<sup>rd</sup> Zonal-Championship of the Tournament held on 21<sup>st</sup> to 23<sup>rd</sup> March 2014 at MES Commerce College, Sirsi. And for the first time, in the history of our college, the TT Team has bagged the Inter-Zonal Championship (Men). We have Challenging and sparkling players like, Mr. Prashant Prabhu K. B.Com. VI-Sem, Mr. Muhammed Khizer Kobatte B.Com VI Sem, Mr. Nadeem Qausain Naitey B.Com VI-Sem, Mr. Taukeer Hussain B.Com VI Sem, Mr. Syed Mohiddin Nouman B.Com. VI-Sem & Mr. Mohammed Fahim B.Com- II-Sem.

On the 6<sup>th</sup> April 2014 we had organized the 46<sup>th</sup> Annual Athletic Meet. Mr. R. G. Bhatt, ACF, Bhatkal Division, Bhatkal, was invited as the Chief Guest and Dr. H. Udaya Prasanna, Principal, Anjuman Institute of Technology and Management, Bhatkal was The Guest of Honour. The function was presided over by Janab Kashimji Muhammed Ansar Sahab, Vice-Presiden-I, AHM, Bhatkal. The athletic events were smoothly conducted with the kind co-operation of all our staff members. Mr. Mohammed Mohtisim B.Com VI-Sem and Mr.Arfa, B.Com IV-Sem were adjudged as Joint-Champions of UG & Mr. Satish V.NAik of M.Com II-Sem was the Champion of PG in the college Annual Athletic Meet 2013-14. The sports Committee is thankful to the management, the Secretary, the Principal, Vice-Principal and the staff members for encouraging and providing all kinds of support to these sports activities.

As the Director for Physical Education, I specially thank Prof. M.M. Malik, who was on his toes to help and guide me to organize the Football Tournament. I thank all the members of Sports' Committee, i.e., Prof. Tukaram Naik, Prof. Nasir Ahmend K., Prof.Muneeb Sada, Prof. Aftab G.M., Prof. Shabbir and Prof. Khaleel Khateeb. My sincere thanks to all the Teaching and Non-teaching Staff for their kind co-operation and encouragement. I thank the sportspersons and also the students for their co-operation and active participation.

Mr. K. Kaleemulla,  
Director, Physical Education

### **Annexure III**

#### **N.C.C. REPORT 2013-14**

In the academic year 2013-14 , the N.C.C sub-unit of our college enrolled an authorized strength of 83 cadets for the year 2012-13.

The regular N.C.C training parades were started from the first week of August-2012. 30 N.C.C cadets attended **CATC-I (Combined Annual Training Camp-I)** held at **Karwar**, from **08<sup>th</sup>Aug 2013 to 17<sup>th</sup>Aug 2013**.

**Independence Day Parade** was held on **15 AUG 2013**.Our cadets attended the Flag-hoisting function in the college premises and our cadets are also participated in the March-past in the public function held at Police Parade ground Bhatkal.



Lt S.A. Indikar Company commander along with 05 cadets ZULFIQAR AHMED PASHA , MohdNashit, MohdYaseen, MohdZeeshan and MohdMufeez attended **NIC-II ( National Integration Camp )** held at **ALLAPHUZA, KERALA** from **23<sup>rd</sup>Dec2013 to 03<sup>rd</sup> Jan 2014 from karnataka&Gao Directorate**. Our cadets bagged runners up in the volley ball competition and cadetMohdZeeshan won the Second prize in Quiz-competition in the NIC camp.

Our N.C.C cadets have also actively participated in Social Service activities like Tree Plantation and the Campus cleaning programmes in the college campus.

The **Republic Day Parade** will be held on **26 Jan 2014**. During this parade our cadets participating in the Flag- hoisting function in the college premises and in the police parade ground. Our cadets are also participating in the March-past competition held in the Police Parade ground Bhatkal. Many of our cadets are appearing for the Certificate **“B”** and **“C” Examinations-2014** held at KARWAR during the month of Feb -2014.

**Lt S. A. Indikar.**

**Company Commander**

#### **Annexure IV**

#### **N.S.S.REPORT**

The National service Scheme of our college has completed many years of useful service to society during the year 2013-2014.

N.S.S. activities in our college for the academic year 2013-14 were started in the month of July with enrollment of 100 student volunteers. On the Independence Day, bread and fruits were distributed to inpatients and outpatients in the Government Hospital, Bhatkal.

“Vanamahostav” was celebrated in the month of August 2013 at our college campus with association with Horticulture Department and Forest Department.

Our student volunteers took part in the procession at 'Karnataka Rajostav' and Republic Day Parade. We have also celebrated Teachers Day and NSS Day in the college campus.

We have conducted Uttaranchal Flood relief fund collection jata in the town and collected Rs.17575/- & remitted to PM's NRF.

Our unit participated in the one week programme conducted by Town Municipal Corporation "CLEAN CITY".

Our NSS volunteers participated in Blood Camp and Cataract (eye) camp conducted at Government Hospital Bhatkal in association with other NGOs.

The annual social camp with the main theme "THE HEALTHY YOUTH FOR HEALTHY INDIA" was held at Government Primary School, Gandhi Nagar Heble village . It was the unique experience for seven days from 24<sup>th</sup> February 2014 to 2<sup>nd</sup> March 2014. During this period apart from leveling the School Play ground, our team of 50 volunteers engaged themselves in preparing garden for school. Our volunteers also educated the village people in regarding solid waste management and plastic waste management. Community living, Rural Development and socio-economic survey of the vicinity of Heble Village.

A series of events and intellectual programmes on Leadership Development, Public Speaking, Social awareness, environment lectures by eminent speakers on topic of general importance were arranged during the 7 days camp. Various resource person delivered lectures and enlightened volunteers on the various topics. Every day a verity entertainment and cultural programmes were conducted through which the villagers were made aware of Aids, Environmental pollution, Health and Family planning.

Mr. Laxmeesh, of BA final and Mr. Abdul Badi of B.Com. Final awarded as Best NSS Volunteers of the year. Our volunteer have played a vital role in all the activities and functions of the college. They deserve the word of appreciation on behalf of the Management, Principal, Staff and Students of our college.

I express heart felt thanks to my beloved Principal Prof. A.M.Mulla for encouraging me in every programme conducted by NSS unit. Prof. Ravi Kaikini and all the members of staff who assisted me for grand success of Annual Special Camp. I also extend my regards to Vice Chancellor, Registrar ,Finance Officer, and NSS programme Co-coordinator For their kind support.

I am ever grateful to intellectual management, Principal and Teaching and Non-Teaching staff for their incessant encouragement and tremendous support extended to me for the smooth and successful conduct of NSS activities. Finally I take this opportunity to assure you that in future we will

take up many more programme and activities and social works to take our unit and make it one among the top performing NSS Units under Karnataka University Dharwad.

**Prof. Manjunath A. Prabhu**

**NSS Officer.**

#### **Annexure V**

#### **LIBRARY AND INFORMATION CENTRE**

An independent library building of 6061 sq. ft. with a seating capacity of 160 users at a time and with 26,848 volumes of collection meticulously stacked, this year a total of 177 books have been added to the library of which 128 books worth Rs. 58,883/- are for U.G and 49 books worth Rs. 6950/- is added for M.A (Kan.) course. Our college has spacious two storied library building which follows Open Access system besides, providing for 04 separate reading sections as well. This year our college library has spent Rs. 51,887/- for periodicals subscription of which Rs. 19,350/- exclusively for the subscription of 22 International journals and 02 National journals. And the remaining amount was spent on 57 popular magazines and 14 Daily News papers of National and Regional in English, Kannada, and Urdu and Hindi languages.

## I - Total collection (as on 11/11/2014)

1. Purchased books	: 26,848
2. Thesis and dissertations	: 19
3. Donated books	: 776
4. Bound volumes of periodicals	: 201
5. CD's	: 100

## **II – e-library**

Our college library has a state of the art e-library section with 20 seating capacity and 13 computer systems. Our library has subscribed to the UGC sponsored INFLIBNET centre, Ahmadabad to access 51,000 e-books and 2100 e-journals including 5-10 years back files through the programme N-LIST (National Library and Information Services Infrastructure for Scholarly Content).

## III – Special facilities to the users

1. Our library practices the (Open Access) system where in a reader can directly go to the racks to select the book of their interest/need.
2. Our library also offers a reprographic service to the users through photo copier (Xerox) machine at nominal charges.
3. In order to attract and inform the users about new arrivals and the popular periodicals, our library has started offering CAS (Current Awareness Service) to the users by circulating the list of new books and contents.
4. Our e-library section besides providing e-books and e-journals, also allows the users to browse internet and send and receive e-mails too.
5. Special/overnight issue of books and periodicals.

## IV – Statistics of our library.

1. Registered members of the library	
a) Post Graduate Students	: 82
b) Under Graduate Students	: 518
c) PUC Students	: 436
d) Faculty/Non Teaching Staff	: 71
2. No. of Daily Users of Library	: 387
3. No. of Books & Periodicals	
Circulated everyday	: 232
4. No. of Daily Home Issues	: 141
5. Other Users	

- Sister Institute staff	: 29
- Books Issued	: 17
- Research Scholars from other places	: 02
- Identification/Requisition letters Received	: 03

Mr. A.G. Jamadar

Librarian

## **Annexure VI**

### **BHRAT SCOUTS AND GUIDES FOR ROVERS ANJUMAN ROVERS CREW**

The development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of local, national and international communities is a challenging task today. To achieve this, the Bharat Scout and Guides for Rovers is striving hard at its best level. It has an aim to establish Loyalty to one's country in harmony of local and international peace, understanding, co-operation.

With this same hope our college was also got an opportunity to enroll for the Bharat Scout and Guides for Rovers. The college has inaugurated its Scouts and Guides for Rovers unit on 4<sup>th</sup> September

2013. The function was graced with the delighted Chief Guest - Dr. G.G. Sabahit, District Chief Commissioner, Scouts & Guides and the Guest of Honor - Mrs. Bharti Dias, Asst. State Organizing Commissioner, Scouts & Guides. The function was presided over by Janab Kasimji Mohammed Ansar Sahab, Vice-President- I, AHM, Bhatkal. In this an initiative year, 15 students of our college have enrolled for the unit. Under the active leadership of Rovers Scout Leader- Mr. K. Kaleemulla, our 10 Rovers have participated in District Rovers/Rangers Camp held at Koppada Makki, Manki Grama, Honnavara Taluk from 27<sup>th</sup> to 29<sup>th</sup> March, 2014

I thank the Management, principal, vice-principal, staff members for their all time support and encouragement.

I also thank Rovers Scout members, Mr. A.G. Jamadar, Librarian and Prof. A.R. Muneeb, Department of Chemistry for their support and co-operation.

(K. Kaleemulla)

Rovers Scout Leader

## **Annexure VII**

### **ANALYSIS OF FEEDBACK FROM STAKEHOLDERS**

**Alumni :** We organize/conduct Alumni Association Meet once or twice during an academic year. We inform them about the vision and mission of the institute. The main points of the SWOT analysis are also brought to their notice. An appeal is made to all the Alumni present in the meeting to involve/associate in all our efforts in the institutional building in any/some way best suited to them in achieving quality and excellence in all aspects. We motivate them to play an important role in helping us by way of participation, services & contributions.

**Parents :** we organize/conduct parents/guardian meet to orient them about their duties and responsibilities towards their children/wards. A printed copy of 'Our Appeal' is given to the parents before the meeting. The main points of our appeal are:

- Proper education and proper upbringing are essential in making a good, responsible and valuable citizen.
- The purpose education is shape the students into integrated personalities and it is the joint responsibility of parents teachers and management in achieving the desired results.
- We caution them about the corrupting factors, the temptations and the attractions that are harmful to the students, that trap them and make them go astray. The parents have to play an important role in keeping the vigil and take precautionary measures in protecting the youth.
- We have mentioned some simple and basic duties to be done by the parents.

On the bases of the issues/ problems /grievances discussed in the meeting and opinions and suggestions taken from the parents/guardians follow-up action is taken.

***Employers:*** The feedback mechanism adopted by the employers is as follows.

- The college board secretary is directly concerned with all our welfare activities and measures. He is available on every Thursday, particularly to receive the complaints/ suggestions from staff on curricular and co-curricular aspects problems are solved based on the feedback received from members faculty and students.
- In the college board meeting held every month the Principal briefs the management on all matters related to staff and students – Teaching - Learning, discipline, facilities etc.
- Management members also pay visit to classes along with principal & vice principal and collect information during the interaction with the students. The principal is advised to solve the difficulties/problems.
- Performance Appraisal of all the members of staff is sent to the management.
- Results of all classes reviewed by the management – letters of appreciation is given to the staff members who have registered good results. For staff members whose results are not satisfactory are motivated and counseled for better performance.
- The Management members with Principal & Vice Principal regularly visit the labs to ensure the lab equipments are in good condition. They interact with the concerned HOD's & Faculty and advise the principal for follow up action based on the feedback.

***Students :*** Feedback is taken from the students by giving them 'Students Feedback Performa'. In addition to this, feedback is taken from students during the 'Students Mentoring Session' analysis of the feedback is done and follow-up action is taken. We have also put-up a Complaint/Suggestion Box for students. The feedback collected from students is considered for needful action.

- The College Board Secretary is available on every Thursday, particularly to receive the complaints/ suggestions from students on curricular and co-curricular aspects problems are solved based on the feedback received from the students.

- Students can meet the Principal, Vice Principal, SWO or the concerned HOD's if they have any problems/difficulties and make a complaint orally or in writing and get it redressed.