YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ANJUMAN ARTS, SCIENCE AND COMMERCE COLLEGE
• Name of the Head of the institution	Prof Mushtaque K Shaikh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08385226443
• Mobile No:	9886212692
• Registered e-mail	mkshaikh.2005@gmail.com
• Alternate e-mail	anjumancollegebkl@gmail.com
• Address	Anjumanabad
• City/Town	Bhatkal
• State/UT	Karnataka
• Pin Code	581320
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Karnatak University Dharwad**
• Name of the IQAC Coordinator	**Prof. S.A. Indikar**
• Phone No.	**08385226443**
• Alternate phone No.	**9448519256**
• Mobile	**9448519256**
• IQAC e-mail address	**saindikar1465@gmail.com**
• Alternate e-mail address	**anjumancollegebkl@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.anjumancollege.in/wp-content/uploads/2021/12/AQAR-2019-20-Submission-Report.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.anjumancollege.in/wp-content/uploads/2022/04/Academic-Calendar-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71.00**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**B**	**2.50**	**2016**	**25/05/2016**	**24/05/2021**

6.Date of Establishment of IQAC	**21/12/2005**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
-	**-**	**-**	**-**	**-**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

• The faculty members are encouraged and supported to participate in orientation, refresher courses, faculty development programmes, workshops, seminars and conferences. • The poor and needy students are provided with financial support by the local bodies and College staff at the time of admission. • During covid-19 lockdown the college could survive academic challenges by conducting online classes through Zoomappand Google meet app. • The IQAC also provides guidelines, internet access and verification process for the students to get the post matric and other scholarships. • Regular meetings of IQAC are conducted under the chairmanship of the Principal with the prepared agenda and suggestions are taken from all the members of IQAC for improvement and implementation of the curriculum. • Teachers are encouraged to use theteaching aids for effective teaching-learning process. All the classrooms of the college areequipped with ICT tools.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To prepare Annual Academic calendar	Annual academic calendar was prepared and implemented in the beginning of the Academic year
To form various committees for the Academic year 2020-21	Staff meeting was held on 04 Sept 2020 and various committees were formed for the smooth conduct of all activities during the Academic Year
To organize Fresher's Day	Fresher's Day was conducted on 16-11-2020 by Final year students
To purchase Text books, reference books and Journals for the Library	We have purchased books and journals of worth Rs.7010 for the Library in the year 2020-21
To organize Graduation Day	Graduation Day 2020 was organized on 10-11-2020
To organized seminar/Webinar from The Department of Commerce	The Webinar on "Personality Development and Communication Skill" was organized by the Department of Commerce on 28-11-2021
To conduct awareness programmes on important issues-	We conducted the following awareness programmes during the year 2020-21 ? Constitution Day On 26 Nov 2020 by N S S unit. ? Voters Day on 25 Jan 2021 ? National Unity Day 20 Aug 2021 by NSS and NCC Units ? Swachata hi Seva on 02 Oct 2021 by N.C.C & N S S Units.
To organize an Industrial tour for B. Sc Final year students.	Due to Covid-19 and lockdown, Industrial tour was cancelled.
To organize N S S Annual Camp	Due to Covid-19 and lockdown, NSS Camp was cancelled.
Note	Due to Covid-19 and lockdown, NSS Camp was cancelled.

13.Whether the AQAR was placed before	**Yes**

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Management	21/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	05/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1

Number of courses offered by the institution across all programs during the year

BA BSc BCom MA Kannada MCom

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **429**

Number of students during the year

File Description	Documents
Data Template	[View File](#)

2.2   **2020**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	[View File](#)

2.3   **149**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **28**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **0**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	BA BSc BCom MA Kannada MCom

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	429

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	2020

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	149

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	28

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	0

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1 Total number of Classrooms and Seminar halls	13
4.2 Total expenditure excluding salary during the year (INR in lakhs)	633675
4.3 Total number of computers on campus for academic purposes	75

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- **Academic Calendar**

The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum provided by the Karnatak University Dharwad. In the beginning of the academic year, the committee headed by the Principal prepared an Academic Calendar in consultation with the heads of the respective departments. Academic calendar of the institution is prepared in accordance with the academic calendar of University which includes internal test schedule, University Examination schedule and other activities.

- **Time Table committee**

The college constitutes the Time Table Committee. The time table is prepared by committee displayed on the notice board.

- **Teaching Plan & Teaching Dairy:**

Teaching plan is prepared by every faculty at the beginning of the academic year. The teaching faculty records the conduct of teaching and practicals in the daily dairy .

- **Laboratories:**

There is optimum utilisation of well -equipped laboratory for curriculum delivery of practicals. The students maintain the practical journals and are certified by the faculty.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college is affiliated to The Karnatak University Dharwad. The college calendar of events prepared in line with the University Calander including working days, holidays, Internal Assessment dates, Practical exam dates. Approved calendar of events circulated to all and is uploaded in the college website for information

.It takes care of curriculum plan activities like internship, industrial visits, community activities besides continuous internal valuation like tests, assignments, quiz etc.

The coordinator of examination committee issues a circular to all the students 10 days in advance as per the schedule dates and the same is circulated and staff.

- **The first internal assessment test of semester is generally scheduled in the 8th week after the commencement of semesters.**
- **The second test is scheduled in the 12th week after the commencement of semester.**
- **Seminars are carried out by the students on particular topic during the respective class hours.**
- **Internals are conducted, evaluated and also the display of marks and attendance is done as per the calendar of events.**

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution runs the courses in arts, science and commerce streams. The curriculum is designed by the Karnatak University Dharwad which includes various topics / chapters covering issues relevant to gender, human values, environment, sustainability and professional ethics. The institution had taken care to inculcate the values related to environment and sustainability through various practices and programmes under NSS and NCC. NSS and NCC units organize Vanamahotsava programme every year.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

18

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

E. None of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1830

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

363

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and organizes special programmes for slow learners. We believe in outcome-based learning processes, where we identify students as slow learners and advanced learners based on the prerequisite tests, class interactions, test performances. We at the institute, give emphasis on improving the performance of slow learners by providing special classes for difficult subjects like Mathematics, Physics, Chemistry, Economics and Accountancy.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
429	**30**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning experiences the faculty members adopt many ways- lecture method, interactive method, computer assisted

method, experiment method etc. Teaching and learning activities are made effective by these practices. The faculty member use conventional blackboard presentation method, especially in mathematics, commerce and economics. Some of the faculty member use powerpoint presentations and computer based materials. Some of the student centric methods that we follow are:

1. Project method: The project work stimulate student's interest and provides students opportunities of freedom of thoughts and free exchange of views. As per the requirement of the syllabi of PG students.
2. Interactive methods: The faculty members make learning, interactive with students by motivating them to participate in group discussions.
3. Experimental learning: Experimental/laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of the experiments.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers are combining ICT technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance and optimize the delivery of education.

The following tools are used by the institute

- Projectors: The projectors are available in different classrooms/labs.
- Desktops and Laptops are arranged in computer lab and Class room
- Printers : Installed in Office and staff room
- Photocopier machines : available in office and library
- Scanners: available in office
- Smart Boards: Installed in Class Rooms.
- Online classes through Zoom , Google Meet and WhatsApp

during Covid 19 period.
- **Digital Library available in Library building.**

- **Online Tests: Online tests were conducted during pandemic through Googleplatform**

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

Nil

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is affiliated to Karnatak University Dharwad. The rules and regulations for evaluation process are laid down by the affiliating university and communicated to the students through syllabus copies supplied in the beginning of their academic program.

- **The schedule of internal assessments are communicated to the faculty in the beginning of the semester through academic calendar**
- **Schedule for semester end examinations will be communicated**

- **during the semester as soon as the schedule is released by the university**
- **The institute conducts two internal tests. The internal assessment evaluation process is communicated to the students by the respective faculty**
- **The students are given general instructions regarding the evaluation methods and university answer scripts. The periodic instructions issued by the university are properly communicated to the students**
- **Syllabus for internal assessment will be communicated to the students in advance**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institute has a well organised mechanism for redressal to maintain related grievances. The student can approach the Teachers, Co-ordinator - Examination Commiteeand Principal to refer the nomination related grievance as per the requirement of jurisdiction of the grievance.

Grievance related to college conducted examinations:

In our college as soon as the evaluation work is done, the teachers are declaring the internal test results by showing answer papers in respective classes. If any student feels that the marks given to him/her in any paper is not satisfied, he/she can request the teachers for the correction.

The re-examination facility will be provided to those students who are absent to the internal tests on medical ground and who are participating the NSS and NCC programmed conducted at University levels and to the students who are participating in Seminars and Management fests.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The programme outcomes, programme specific outcomes and course outcome are the essential part of the education system. They are stated and communicated to the students and teachers in a well-planned manner.

Programme outcomes: It represents the knowledge, skills and attitudes, the students should gain after completion of respective programmes..

Course outcomes: It gives the resultant knowledge and skills that student acquire from each subject at the end of each semester. It defines the cognitive processes a course provides.

Programme specific outcomes: These are statements that defines outcome of a programme which make students realize the fact that the knowledge and techniques learned by him/her in the course as direct implication for the betterment of society and its sustainability.

The college communicate Programme outcomes, Course outcomes and Programme specific outcomes to the students and the teachers in the following ways:

1. Lesson plans are maintained and followed.
2. The concepts of Programme outcomes and Programme specific outcomes are communicated to the students at the time of orientation and during class hours.
3. The parents are informed about the Programme outcomes and Programme specific outcomes at the time of admission and Parent andTeachers meetings.
4. Faculties are encouraged to participate in seminars, refresher courses and workshops.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The objective and outcomes are properly mapped for teaching and evaluation of students so that program specific outcomes are attained through the competency mapping in terms of knowledge and skills.

Following are the methods of assessment to ensure attainments of programme and course outcomes:

Direct methods:

- **Internal Tests**
- **Laboratory Performance**
- **Assignments**
- **Projects**

Indirect methods:

- **Feedbacks**
- **Co-curricular activities**
- **Extracurricular activities**

Feedback mechanism is used to improve teaching learning process in outcome-based education. Internal assessment is the requirement of the continuous assessment and is essential for fulfilment of outcomes. There is an examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course and program outcomes. Besides these, we have other activities such as NSS, Red Cross, Career Counselling, Personality development programs etc .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

137

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.anjumancollege.in/wp-content/uploads/2022/01/feedback.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nill

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

Nil

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

Nil

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

2

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Due to the ongoing covid-19 pandemic, extension activities could not be carried out for the academic year 2020-21. However, this time our NSS volunteers, in their own right, have been doing their best to serve the society, as directed by our college NSS officers. Our NSS Volunteers have been located in various places worked to raise awareness about covid-19 virus in their hometowns. They were told in their places to take care of cleanliness, how to wear a mask, aware of maintaining social distance, also to get mandatory tested from the nearby covid centres and then go for vaccination. It was our ultimate goal to make our students be aware of the world-wide situation and teach the school children in their villages to cover up schools with the ongoing covid-19. Our NSS Volunteers diploid at SSLC examination centres to help the

students to follow upSOP of covid-19 during final examinations.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

Nil

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

Nil

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

Nil

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

Nil

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has adequate physical facilities for teaching-learning activities. College premises are located at prime locations in the Bhatkal Town near Mini Vidhana Soudha.It's two storied building provides well equipped campus for teaching-learning and eco-friendly sports campus creates good sporting environment. The infrastructure facilities are adequate according to the requirement of students and the guidelines of the affiliated university.

The college has following facilities for teaching-learning process.

1. Principal Chamber with laptop & internet connection, telephone facility.
2. IQAC Cell having computers, LAN facility.
3. Nine (09) classrooms are equipedwith LCD projectors.
4. Two (02) Computer Labs are having computers with LAN connectivity.
5. Separate Common Room & wash rooms for boys, girls students and staff members.
6. Clean and purified drinking water facility.
7. Suggestion Box/Complaint Boxes.
8. Inverter/UPS facility for office, class roomsand laboratories.
9. Generator for the entire campus.
10. Library having reference books, encyclopedia,newspapers with reading rooms and e-library facilityfor students and staffs.
11. Office automation software for library.
12. Function/Seminar Hall.

13. Laboratories for all the subjects of Science as required.
14. Separate offices for NSS and NCC.
15. Separate Physical Education Office and recreation room for boys.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college has a well maintained campus spread over 52 acres of land. Our Management believes in the all-round development of our students. There is a lot of encouragement for the students to participate in sports and cultural activities simultaneously they are awarded and rewarded accordingly. Indoor games like table tennis, chess, carroms, etc., are conducted. Qualified Physical Director/Instructor have been appointed to take care of day to day games and sports activities of the college. College teams are formed to take part in intercollegiate, University level, State level, National level tournaments/competitions and other events. Sportsactivitiesare conducted in an academic year. The outdoor games such as cricket, football, kabaddi, etc are well practiced and played by the students.

Cultural Activities:

Students are very much encouraged by the staff members to participate in the cultural events. Students are sent to other colleges for intercollegiate and University competitions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

595974

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Description of library:

The Anjuman Arts, Science, Commerce college library is one of the oldest libraries in the Bhatkal town with a rich collection of books and quality subscriptions capable of meeting the changing needs and demands of present and future. Although it was established along with the inception of the college in 1968 in the main college building, over the period of time the inflow of books and the need of the hour demanded the larger accommodation and it was later shifted to the present buildingin the year 2009. The

structure which has a beautiful and spacious building for the library. The vibrant collection holds 30,000 books, variety of 24 journals and an array of periodicals like 12 Newspapers and 34 Magazines. Backed by the Management and the Principal, the Library staff is sincerely putting their efforts and giving maximum services to the readers. A well-housed and well-managed library is the foundation of modern educational structure. To keep pace with the ever-expanding field of knowledge the library is being updated from time to time. In the revolutionary changes in the field of library and information technology our library has also been updated accordingly,by computerizingand adopting withILMS (IntegratedLibrary Management System). E-Library having 13 computers with LAN facility.

- **Name of ILMS software: eLib**

- **Nature of automation (fully or partially): Partially**

- **Version: 16.2**

- **Year of Automation: 2013**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the E. None of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the increasing demand for internet access in educational campuses due to evolving standard of education and flexibility offered by the Internet – our collegeis keenly stepping forward to setup secured and stable wired network campus for their stakeholders. Anjuman Arts, Science, Commerce College and P.G.Centre, Bhatkal yearly upgrades the IT infrastructure by replacing the old computers and peripherals depending upon the requirements as per the updation in the Karnatak University Dharwad Curriculum. There are 9 class rooms equipped withsmart boards andprojectors. The total numberof computers presently available are75. All these computers are connected to LAN with internet facility. The augmentation of IT infrastructure is also to keep pace with the changing dynamics of higher education and the technical world. Extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students is ensured in the College. CCTV cameras

with CCTV DVR are also installed tomonitor the entirecollege campus. We are having BSNL Broadband internet facility with band-width of 100 Mbps.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

633675

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received by the college as per the requirements in the interest of students.

Laboratory: Thelaboratories are regularly maintained by concerned faculty members along with lab incharge. The HOD's are supervised the maintenance of respective lab regularly.

Library: The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the Principal. Suggestion box is installed inside the reading room to take users feedback.Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee.

Sports: The Physical Director of our college is incharge for the maintenance of sports equipments.

Computers: Separate UG and PG computer laboratories are established in the college to enrich the students. All the office terminals are provided with computers in order to complete office task on time.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

31

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

20

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

115

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

115

File Description	Documents
Any additional information	[View File]()
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File]()

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

07

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

11

File Description	Documents
Upload supporting data for student/alumni	<u>View File</u>
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Different committees are constituted at the beginning of the academic year under the leadership of the principal for overall management and smooth running of the different activities. For this, in each committee students from all classes are selected.

Our college does not have a student council or similar body but, in every important academic, administrative body and extension units, vital importance is given for student representation. The student welfare officer is entrusted with the responsibility to have a cordial relationship with students and supervise their full

fledged participation in every committee to induce the all-round leadership qualities and personality development of the student according to their talents and interests.

Equal opportunities are created for the students to work in the different committees to share skills, knowledge and experience of staff members and senior students which prove to be a very strong motivational device for our students. The plan of events is chalked out after taking due care of suggestions from the stakeholders including students.

Due to Covid-19 Lockdown & SOP of Covid-19, this year no physical activities were conducted in the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

No data

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The College has a vision to make the institution into a premier institute of Higher Education and to develop human resource of high calibre 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.The mission of the college is that we cater the Educational needs of town and surrounding area to impart value based quality education. We strive for academic and extra-curricular excellence through quality, efficiency, to develop professionalism in Education. Management Service and work for stakeholder's satisfaction in developing strong community relationship, patriotism and commitment to contribute to national development. The leadership further facilitates interaction with the stakeholder's once in ayear and also during their visit to college on a specific purpose, and suggestions are carefully listened and suitable action is initiated to realise those ideas. Defining the policy objectives by the management, attempts to address the issues of systematic change to provide quality education. The Principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action plans of the College.

File Description	Documents
Paste link for additional information	http://www.anjumancollege.in/en_US/vision-mission/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The governing body of the college takes important decisions during the board meetings and delegates the responsibilities to the Principal for the implementation. The management gives sufficient freedom to the Principal who is the academic head of the institution to function in order to fulfill the vision and mission of the institution.

The Principal holds meeting with the staff members at the beginning of the academic year. The faculty members are given representation in various committees/cells that are formed during the staff meeting. The Co-ordinators/members of the committees/cells are entrusted with the responsibilities of conducting various activities and programmes in academic, curricular and extracurricular activities. Academic responsibilities are fairly divided among all the staff members. (Teaching and Non-Teaching)

The list of committee is displayed in the staff circular file and the responsibilities are communicated to the faculty members through regular meetings with teaching and non-teaching staff. In these meetings various issues are discussed and arrived at final decision. The H.O.D's of various departments monitor the functioning of their departments. The participative decision making ensures total participation of all the concerned. Participative management, it is not only with the Principal but also with the staff and the students have free access to interact and express their views freely, matters concerning to teaching-learning /ICT requirements or any other suggestion for effective functioning of the institutions.

All the decisions taken by the institution are governed by the management by considering the facts, information and objections.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College is affiliated to Karnatak University Dharwad. The University prescribesthe syllabus and subjects. The Board of Study invites senior faculty members for framing the syllabus for particular subjects, workshops are also conducted by the university in co-ordination with colleges to review the existing syllabus and make necessary changes if required. The curriculum prescribed by the university is taught in colleges as per the academic calendar and work distribution.

The institution has a perspective plan, the aspect considered for inclusion are:

- **Quality enhancement and improved teaching-learning environment, the institution strives to provide necessary knowledge, skills, attitude to the students to face the challenges and become responsible citizens.**
- **Our teachers are taking the use of modern technology to provide updated knowledge to our students.**
- **Enhancement of student support system to improve the student's success rate.**
- **The teachers are to be more of facilitator and mentor than just a full time tutor.**
- **To established research facilities and nurture and develop research culture among the students and staff.**
- **To emphasis on multi-dimensional evaluation of student-learning and enable that student-learning outcome matches with their employers expectations.**
- **The College library has equipped with good number of books, rare publications, journals, e-LIB and UGC sponsored INFLIBNET centre.**
- **B.Sc students were taken to a factory for study tour.**
- **The admission process has done with wide publicity in media, news portal, cable network and website.**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is run by the Anjuman Hami-e-Muslimeen, Bhatkal affiliated to Karnataka University Dharwad which has its governing body to care of various educational institutions run by the managment. However, the administration of the college is the responsibility of the Principal who is directly accountable to the Department of higher education. The Principal is involved in overworking the implementation of plans of the college. The Organogram is an administration and cooperative effort of Principal, Teaching, Non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. It is necessary that all aspects should be organised in order to attain the desired goals.

As the Head of the institution, the Principal supervises bursar and Nodal officer of RUSA. The Principal looks after all the classes of UG & PG and Non-teaching staff. Under his administration, various committees and different cells formed at the beginning of the academic year and assigned duties according to the institutional plans for the curricular, administrative committees for the smooth conduct of all the administrative activities.

Appointment procedures:

* Submission of staff requirements by the Principal to the management.

* Advertising the staff requirements in news papers.

* After short listing of applications calling the eligible candidates for interview and taking demo lessons.

*Selection is based on the performance of candidates.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://www.anjumancollege.in/wp-content/uploads/2022/03/osfinal.pdf
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Being the aided college all the welfare schemes issued by the collegiate education and higher education department to aided colleges which are strictly followed by the institution for all aided teaching and non-teaching staff. The management appointed staff are provided vacation salary, 15 days Casual Leave, O.D to participate in National/International seminars/workshops.

The college have its own co-operative society which gives loans to the members of the society up to Rupees 5 lakhs and 50000 emergency loan in the subsidised rate of (5%) interest. This helps the staff at the time of need.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

04

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Assessment by HOD: The HOD of the Department submits the assessment report of their department colleagues to the Principal, based on the subject knowledge, communication skill, syllabus coverage and time management.

By Head of the Institution: The Principal Head of the College assess the teaching staff and prepare the report on the basis of HOD's assessment report and the feedback from the students, ability on class control, punctuality, participation in college activities, result of previous semester. For non teaching staff, the Principal and O.S prepare the performance report on the overall observations like punctuality, work quality and cooperation with the staff and students.

The performance assessment report of the staff is placed in the College Board Meeting for the discussion and for approval of the board. The annual increment papers of the staff are sent to the department of collegiate education for final approvals and sanctions.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the institution. The college undergoes an external audit conducted by Joint Director of Collegiate education Dharwad. The AG Office Bangalore also sometimes deputes their accountofficers for departmental audit. The internal auditing of the institution is done every year.

Financial and academic audits are done in the college, accounts are maintained throughout the financial year and the college has maintained transparency in auditing. The Principal review all the receipts and payment accounts, income and expenditure statement personally and it is later checked and verified by the finance secretary of the management regularly as a preliminary process before they are submitted to the professional internal auditor Mr. Uday Shetty and CompanyChartered Accountant SIRSI, for final audit. The audit team reported that the institution has successfully maintained proper books of account as required by the

law.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main sources of revenues of the institutions areDevelopment/Tuition fees received from the students and the management provides need-based financial support to the college as salary grants to management appointed staff, maintenanceand other activities.

The Principal prepare the college budget in the beginning of the financial year. The budget includes recurring expenses such as salary of the management appointed staff, library books, electricity, stationary and other maintenance and development expenses such as lab equipments, purchase of furniture and repair works. The budget is placed in the College Board meeting and is scrutinized and approved by the College Board.

The accounts department monitor whether the expenses are exceeding budget provision.Accounts are jointly maintained by the Principal and management except petty cash expenses. All other payments are made by the joint signature of Principal and the General Secretary

of Anjuman Hami-e-Muslimeen, Bhatkal.

The details of petty cash expenses are sent to the management from time to time for verification.

The college receives salary grant for approved staff from department collegiate education,Karnataka Government.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Quality assurance strategies initiated by the IQAC of the institution are:

- The faculty members are encouraged and supported to participate in orientation, refresher courses, faculty development programmes, workshops, seminars and conferences.
- The poor and needy students are provided with financial support by the local bodies and College staff at the time of admission.
- During covid-19 lockdown the college could survive academic challenges by conducting online classes through Zoomappand Google meet app.
- The IQAC also provides guidelines, internet access and verification process for the students to get the post matric and other scholarships.
- Regular meetings of IQAC are conducted under the chairmanship of the Principal with the prepared agenda and suggestions are taken from all the members of IQAC for improvement and implementation of the curriculum.
- Teachers are encouraged to use theteaching aids for effective teaching-learning process. All the classrooms of the college areequipped with ICT tools.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

For the smooth execution of teaching-learning process, our plan of action is on course, subject choices from work-load distribution, uploading time table, conducting two Internal Assessment Tests, old question papers are discussed with the students, extra classes are taken for the clarification of doubts.

The methodology of teaching-learning process is centric by chalk and board orby using ICTtools enabled learning in a better way.

The Principal keeps vigil on the completion of syllabus and ascertains information regarding the quantum of syllabus completed, so that the prescribed syllabus is completed within stipulated period.

The student's feedback on teacher is conducted. All the students are allowed to give the feedback of the faculty, teaching-learning process and evaluation. Student's feedback significantly shows the actual quality of teaching-learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit

D. Any 1 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.anjumancollege.in/wp-content/uploads/2022/07/Annual-Report-2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and security: The institution accords utmost priority to the safety and security of the students and ensures a full proof vigilant system so that every student will feel secured and protected. The institution installed CCTV cameras at key places in the campus and also in all the class rooms for round-the-clock vigilance.

The institution has different cells such as Anti – Ragging and Sexual harassment Cell, Students Grievance Redressal Cell which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

b. Counselling:. The institution identified that counselling can make a profound impact on students and helps them to navigate difficult life situations. To pursue this objective, the college adopted Mentoring system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs.

C. Common Room: A Common Room with an attached Wash Room is the primary facility required for the girl students to meettheir personal needs. Hence the institution has provided a Common Room to the girl students with adequate seating facility.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

Solid Waste Management: College has a place on its campus where the solid wastematerials are disposed. Waste like plastic, metals, glass, cardboard, newspaper and stationery are systematically collected, segregated and sold to authorized vendors for its recycling. Dustbins have been installed throughout campus for waste segregation and disposal

Liquid Waste Management- The waste water is carried out through the pipeline.

E-waste Management-The College has optimized its inventory of all computers through reassembling, modification and upgradation by

the institutions' own team of IT Administrator, faculty members and students. The e-waste generated from hardware which cannot be reused or recycled is being disposed off

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: D. Any 1 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

`D. Any 1 of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

`E. None of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

A.H.M's, Anjuman Arts, Science & Commerce College being the first Institution of Higher Learning in Bhatkal Taluka, established in the year 1968 as a minority institution has its distinctive approach in catering to the educational requirements and aspirations of the people in and around Bhatkal irrespective of caste, community and religion. College is regularly organizing seminars, guest lectures and other programmes on communal harmony and cultural diversity. Special lectures are organised annually on National Unity Day and Constitution Day to create awareness about the importance of National Unity and Communal Harmony. Students have ample opportunity to learn languages like Hindi, Urdu and Arabic other than English and Kannada. Our Language departments have the habit of organizing multilingual seminars including all languages. The College always encourages the students to organise and participate in different programmes organised by college, Inter-College, University and other Government or Non-Government Organization to make them sensitize towards cultural, regional, linguistic, communal and socio-economic diversities. The faculty members enrich students with their knowledge regarding tolerance and harmony towards cultural, regional, linguistic, socio-economic and other diversities. NSS and NCC units organize programmes with regard to the role of youth in National Unity, tolerance and communal harmony etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities by conducting various programmes.

Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on

responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Voter's day is also organized annually to create awareness among our students about the importance of voting right and democratic principles. The objective of the program was to inculcate constitutional obligations among students, to create awareness about Universal Adult Franchise, to sensitise the students about importance of voting. Keeping in view the social needs and responsibilities, students from the all faculties are enrolled for NSS, NCC and Scouts and Guides for performing various social activities in terms of Annual Camps and Special camps. Volunteers do social services and awareness programs like Vanamahotsava, Shramadhana, Anti-Drug Rally, Anti-Plastic rally, Flood Relief Fund collection etc.The college encourages extension activities to promote social-justice, social responsibilities and good citizenship amongst its students.

Due to Covid-19 related restrictions, some of the events are not celebrated in the year 2020-21

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates/ organizes national and international commemorative days, events and festivals. The Faculty, Staff and Students of the Institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Patriotism and Happiness. The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian Constitution and spreading the message that India is the largest democratic country in the world.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule.

Every year Vana-Mahotsava has been organised in the month of July/Aug, our students participate with enthusiasm in plantation drive.

Gandhi Jayanti is celebrated every year on 2nd October,our NCC, NSS volunteers organise Campus cleaning activity.

Sadbhavana Diwas/National Unity Day is celebrated on 20thAugust every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga day is celebrated on 21st June every year.

Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen

Due to Covid-19 related restrictions, some of the events are not celebrated in the year 2020-21

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1

Title of the Practice

To Avail Financial Aid/Assistance to our economically weaker students

We have started this practice from 2009-10 onwards. We are very happy to state that during these 11-12 years we have been successful in procuring financial help to number of students. We are approaching college staff and the local charitable associations/organizations mainly with a prime focus on getting timely help. Down the years many students received financial assistance and completed their graduation. Though the amount was modest but it was great help to them during their educational career

Best Practice 2

Title of the practice: "Mentoring System"

The institution introduced Mentoring system in order to fulfill the students requirements and to shape the students career successfully and to make the student grow psychologically and spiritually. Regular meetings between the Mentoring committee members and mentors held and discussed about the problems, ongoing activities; future plans and same will be documented. The interaction between mentor and mentee made the student to think independently and take individual decisions to properly shape his

career which was observed as a key improvement with the mentoring system.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- **Academic Calendar**

The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum provided by the Karnatak University Dharwad. In the beginning of the academic year, the committee headed by the Principal prepared an Academic Calendar in consultation with the heads of the respective departments. Academic calendar of the institution is prepared in accordance with the academic calendar of University which includes internal test schedule, University Examination schedule and other activities.

- **Time Table committee**

The college constitutes the Time Table Committee. The time table is prepared by committee displayed on the notice board.

- **Teaching Plan & Teaching Dairy:**

Teaching plan is prepared by every faculty at the beginning of the academic year. The teaching faculty records the conduct of teaching and practicals in the daily dairy .

- **Laboratories:**

There is optimum utilisation of well –equipped laboratory for curriculum delivery of practicals. The students maintain the practical journals and are certified by the faculty.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college is affiliated to The Karnatak University Dharwad. The college calendar of events prepared in line with the University Calander including working days, holidays, Internal Assessment dates, Practical exam dates. Approved calendar of events circulated to all and is uploaded in the college website for information

.It takes care of curriculum plan activities like internship, industrial visits, community activities besides continuous internal valuation like tests, assignments, quiz etc.

The coordinator of examination committee issues a circular to all the students 10 days in advance as per the schedule dates and the same is circulated and staff.

- The first internal assessment test of semester is generally scheduled in the 8th week after the commencement of semesters.
- The second test is scheduled in the 12th week after the commencement of semester.
- Seminars are carried out by the students on particular topic during the respective class hours.
- Internals are conducted, evaluated and also the display of marks and attendance is done as per the calendar of events.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File]
Any additional information	[View File]

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	[View File]

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution runs the courses in arts, science and commerce streams. The curriculum is designed by the Karnatak University Dharwad which includes various topics / chapters covering issues relevant to gender, human values, environment, sustainability and professional ethics. The institution had taken care to inculcate the values related to environment and sustainability through various practices and programmes under NSS and NCC. NSS and NCC units organize Vanamahotsava programme every year.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

18

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**E. None of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**D. Feedback collected**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1830

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

363

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and organizes special programmes for slow learners. We believe in outcome-based learning processes, where we identify students as slow learners and advanced learners based on the prerequisite tests, class interactions, test performances. We at the institute, give emphasis on improving the performance of slow learners by providing special classes for difficult subjects like Mathematics, Physics, Chemistry, Economics and Accountancy.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
429	**30**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning experiences the faculty members adopt many ways- lecture method, interactive method, computer assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. The faculty member use conventional blackboard presentation method,

especially in mathematics, commerce and economics. Some of the faculty member use powerpoint presentations and computer based materials. Some of the student centric methods that we follow are:

1. Project method: The project work stimulate student's interest and provides students opportunities of freedom of thoughts and free exchange of views. As per the requirement of the syllabi of PG students.
2. Interactive methods: The faculty members make learning, interactive with students by motivating them to participate in group discussions.
3. Experimental learning: Experimental/laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of the experiments.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers are combining ICT technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance and optimize the delivery of education.

The following tools are used by the institute

- Projectors: The projectors are available in different classrooms/labs.
- Desktops and Laptops are arranged in computer lab and Class room
- Printers : Installed in Office and staff room
- Photocopier machines : available in office and library
- Scanners: available in office
- Smart Boards: Installed in Class Rooms.
- Online classes through Zoom , Google Meet and WhatsApp during Covid 19 period.

- **Digital Library available in Library building.**

- **Online Tests: Online tests were conducted during pandemic through Googleplatform**

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

Nil

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality /

D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<u>View File</u>

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is affiliated to Karnatak University Dharwad. The rules and regulations for evaluation process are laid down by the affiliating university and communicated to the students through syllabus copies supplied in the beginning of their academic program.

- **The schedule of internal assessments are communicated to the faculty in the beginning of the semester through academic calendar**
- **Schedule for semester end examinations will be communicated during the semester as soon as the schedule is released by the university**

- **The institute conducts two internal tests. The internal assessment evaluation process is communicated to the students by the respective faculty**
- **The students are given general instructions regarding the evaluation methods and university answer scripts. The periodic instructions issued by the university are properly communicated to the students**
- **Syllabus for internal assessment will be communicated to the students in advance**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The institute has a well organised mechanism for redressal to maintain related grievances. The student can approach the Teachers, Co-ordinator - Examination Commiteeand Principal to refer the nomination related grievance as per the requirement of jurisdiction of the grievance.

Grievance related to college conducted examinations:

In our college as soon as the evaluation work is done, the teachers are declaring the internal test results by showing answer papers in respective classes. If any student feels that the marks given to him/her in any paper is not satisfied, he/she can request the teachers for the correction.

The re-examination facility will be provided to those students who are absent to the internal tests on medical ground and who are participating the NSS and NCC programmed conducted at University levels and to the students who are participating in Seminars and Management fests.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The programme outcomes, programme specific outcomes and course outcome are the essential part of the education system. They are stated and communicated to the students and teachers in a well-planned manner.

Programme outcomes: It represents the knowledge, skills and attitudes, the students should gain after completion of respective programmes..

Course outcomes: It gives the resultant knowledge and skills that student acquire from each subject at the end of each semester. It defines the cognitive processes a course provides.

Programme specific outcomes: These are statements that defines outcome of a programme which make students realize the fact that the knowledge and techniques learned by him/her in the course as direct implication for the betterment of society and its sustainability.

The college communicate Programme outcomes, Course outcomes and Programme specific outcomes to the students and the teachers in the following ways:

1. Lesson plans are maintained and followed.
2. The concepts of Programme outcomes and Programme specific outcomes are communicated to the students at the time of orientation and during class hours.
3. The parents are informed about the Programme outcomes and Programme specific outcomes at the time of admission and Parent andTeachers meetings.
4. Faculties are encouraged to participate in seminars, refresher courses and workshops.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The objective and outcomes are properly mapped for teaching and evaluation of students so that program specific outcomes are attained through the competency mapping in terms of knowledge and skills.

Following are the methods of assessment to ensure attainments of programme and course outcomes:

Direct methods:

- **Internal Tests**
- **Laboratory Performance**
- **Assignments**
- **Projects**

Indirect methods:

- **Feedbacks**
- **Co-curricular activities**
- **Extracurricular activities**

Feedback mechanism is used to improve teaching learning process in outcome-based education. Internal assessment is the requirement of the continuous assessment and is essential for fulfilment of outcomes. There is an examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course and program outcomes. Besides these, we have other activities such as NSS, Red Cross, Career Counselling, Personality development programs etc .

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

137

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.anjumancollege.in/wp-content/uploads/2022/01/feedback.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nill

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

Nil

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

Nil

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

2

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Due to the ongoing covid-19 pandemic, extension activities could not be carried out for the academic year 2020-21. However, this time our NSS volunteers, in their own right, have been doing their best to serve the society, as directed by our college NSS officers. Our NSS Volunteers have been located in various places worked to raise awareness about covid-19 virus in their hometowns. They were told in their places to take care of cleanliness, how to wear a mask, aware of maintaining social distance, also to get mandatory tested from the nearby covid centres and then go for vaccination. It was our ultimate goal to make our students be aware of the world-wide situation and

teach the school children in their villages to cover up schools with the ongoing covid-19. Our NSS Volunteers diploid at SSLC examination centres to help the students to follow upSOP of covid-19 during final examinations.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

Nil

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

Nil

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

Nil

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

Nil

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has adequate physical facilities for teaching-learning activities. College premises are located at prime locations in the Bhatkal Town near Mini Vidhana Soudha.It's two storied building provides well equipped campus for teaching-learning and eco-friendly sports campus creates good sporting environment. The infrastructure facilities are adequate according to the requirement of students and the guidelines of the affiliated university.

The college has following facilities for teaching-learning process.

1. Principal Chamber with laptop & internet connection, telephone facility.
2. IQAC Cell having computers, LAN facility.
3. Nine (09) classrooms are equipedwith LCD projectors.
4. Two (02) Computer Labs are having computers with LAN connectivity.
5. Separate Common Room & wash rooms for boys, girls students and staff members.
6. Clean and purified drinking water facility.
7. Suggestion Box/Complaint Boxes.
8. Inverter/UPS facility for office, class roomsand laboratories.

9. Generator for the entire campus.
10. Library having reference books, encyclopedia,newspapers with reading rooms and e-library facilityfor students and staffs.
11. Office automation software for library.
12. Function/Seminar Hall.
13. Laboratories for all the subjects of Science as required.
14. Separate offices for NSS and NCC.
15. Separate Physical Education Office and recreation room for boys.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college has a well maintained campus spread over 52 acres of land. Our Management believes in the all-round development of our students. There is a lot of encouragement for the students to participate in sports and cultural activities simultaneously they are awarded and rewarded accordingly. Indoor games like table tennis, chess, carroms, etc., are conducted. Qualified Physical Director/Instructor have been appointed to take care of day to day games and sports activities of the college. College teams are formed to take part in intercollegiate, University level, State level, National level tournaments/competitions and other events. Sportsactivitiesare conducted in an academic year. The outdoor games such as cricket, football, kabaddi, etc are well practiced and played by the students.

Cultural Activities:

Students are very much encouraged by the staff members to participate in the cultural events. Students are sent to other colleges for intercollegiate and University competitions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

595974

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Description of library:

The Anjuman Arts, Science, Commerce college library is one of the oldest libraries in the Bhatkal town with a rich collection of books and quality subscriptions capable of meeting the changing needs and demands of present and future. Although it was established along with the inception of the college in 1968 in the main college building, over the period of time the inflow of books and the need of the hour demanded the larger accommodation and it was later shifted to the present buildingin the year 2009. The structure which has a beautiful and spacious building for the library. The vibrant collection holds 30,000 books, variety of 24 journals and an array of periodicals like 12 Newspapers and 34 Magazines. Backed by the Management and the Principal, the Library staff is sincerely putting their efforts and giving maximum services to the readers. A well-housed and well-managed library is the foundation of modern educational structure. To keep pace with the ever-expanding field of knowledge the library is being updated from time to time. In the revolutionary changes in the field of library and information technology our library has also been updated accordingly,by computerizingand adopting withILMS (IntegratedLibrary Management System). E-Library having 13 computers with LAN facility.

· Name of ILMS software: eLib

· Nature of automation (fully or partially): Partially

· Version: 16.2

· Year of Automation: 2013

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-	E. None of the above

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the increasing demand for internet access in educational campuses due to evolving standard of education and flexibility

offered by the Internet – our collegeis keenly stepping forward to setup secured and stable wired network campus for their stakeholders. Anjuman Arts, Science, Commerce College and P.G.Centre, Bhatkal yearly upgrades the IT infrastructure by replacing the old computers and peripherals depending upon the requirements as per the updation in the Karnatak University Dharwad Curriculum. There are 9 class rooms equipped withsmart boards andprojectors. The total numberof computers presently available are75. All these computers are connected to LAN with internet facility. The augmentation of IT infrastructure is also to keep pace with the changing dynamics of higher education and the technical world. Extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students is ensured in the College. CCTV cameras with CCTV DVR are also installed tomonitor the entirecollege campus. We are having BSNL Broadband internet facility with band-width of 100 Mbps.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

633675

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received by the college as per the requirements in the interest of students.

Laboratory: Thelaboratories are regularly maintained by concerned faculty members along with lab incharge. The HOD's are supervised the maintenance of respective lab regularly.

Library: The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the Principal. Suggestion box is installed inside the reading room to take users feedback.Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee.

Sports: The Physical Director of our college is incharge for the maintenance of sports equipments.

Computers: Separate UG and PG computer laboratories are established in the college to enrich the students. All the

office terminals are provided with computers in order to complete office task on time.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

31

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

20

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

115

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

115

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**B. Any 3 of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

07

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

11

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Different committees are constituted at the beginning of the academic year under the leadership of the principal for overall management and smooth running of the different activities. For this, in each committee students from all classes are selected.

Our college does not have a student council or similar body but, in every important academic, administrative body and extension units, vital importance is given for student representation. The student welfare officer is entrusted with the responsibility to have a cordial relationship with students and supervise their full fledged participation in every committee to induce the all-round leadership qualities and personality development of the student according to their talents and interests.

Equal opportunities are created for the students to work in the different committees to share skills, knowledge and experience of staff members and senior students which prove to be a very strong motivational device for our students. The plan of events is chalked out after taking due care of suggestions from the stakeholders including students.

Due to Covid-19 Lockdown & SOP of Covid-19, this year no physical activities were conducted in the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

No data

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The College has a vision to make the institution into a premier institute of Higher Education and to develop human resource of high calibre 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.The mission of the college is that we cater the

Educational needs of town and surrounding area to impart value based quality education. We strive for academic and extra-curricular excellence through quality, efficiency, to develop professionalism in Education. Management Service and work for stakeholder's satisfaction in developing strong community relationship, patriotism and commitment to contribute to national development. The leadership further facilitates interaction with the stakeholder's once in ayear and also during their visit to college on a specific purpose, and suggestions are carefully listened and suitable action is initiated to realise those ideas. Defining the policy objectives by the management, attempts to address the issues of systematic change to provide quality education. The Principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action plans of the College.

File Description	Documents
Paste link for additional information	http://www.anjumancollege.in/en_US/vision-mission/
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The governing body of the college takes important decisions during the board meetings and delegates the responsibilities to the Principal for the implementation. The management gives sufficient freedom to the Principal who is the academic head of the institution to function in order to fulfill the vision and mission of the institution.

The Principal holds meeting with the staff members at the beginning of the academic year. The faculty members are given representation in various committees/cells that are formed during the staff meeting. The Co-ordinators/members of the committees/cells are entrusted with the responsibilities of conducting various activities and programmes in academic, curricular and extracurricular activities. Academic responsibilities are fairly divided among all the staff members. (Teaching and Non-Teaching)

The list of committee is displayed in the staff circular file

and the responsibilities are communicated to the faculty members through regular meetings with teaching and non-teaching staff. In these meetings various issues are discussed and arrived at final decision. The H.O.D's of various departments monitor the functioning of their departments. The participative decision making ensures total participation of all the concerned. Participative management, it is not only with the Principal but also with the staff and the students have free access to interact and express their views freely, matters concerning to teaching-learning /ICT requirements or any other suggestion for effective functioning of the institutions.

All the decisions taken by the institution are governed by the management by considering the facts, information and objections.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College is affiliated to Karnatak University Dharwad. The University prescribesthe syllabus and subjects. The Board of Study invites senior faculty members for framing the syllabus for particular subjects, workshops are also conducted by the university in co-ordination with colleges to review the existing syllabus and make necessary changes if required. The curriculum prescribed by the university is taught in colleges as per the academic calendar and work distribution.

The institution has a perspective plan, the aspect considered for inclusion are:

- Quality enhancement and improved teaching-learning environment, the institution strives to provide necessary knowledge, skills, attitude to the students to face the challenges and become responsible citizens.
- Our teachers are taking the use of modern technology to provide updated knowledge to our students.

- **Enhancement of student support system to improve the student's success rate.**
- **The teachers are to be more of facilitator and mentor than just a full time tutor.**
- **To established research facilities and nurture and develop research culture among the students and staff.**
- **To emphasis on multi-dimensional evaluation of student-learning and enable that student-learning outcome matches with their employers expectations.**
- **The College library has equipped with good number of books, rare publications, journals, e-LIB and UGC sponsored INFLIBNET centre.**
- **B.Sc students were taken to a factory for study tour.**
- **The admission process has done with wide publicity in media, news portal, cable network and website.**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is run by the Anjuman Hami-e-Muslimeen, Bhatkal affiliated to Karnataka University Dharwad which has its governing body to care of various educational institutions run by the managment. However, the administration of the college is the responsibility of the Principal who is directly accountable to the Department of higher education. The Principal is involved in overworking the implementation of plans of the college. The Organogram is an administration and cooperative effort of Principal, Teaching, Non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. It is necessary that all aspects should be organised in order to attain the desired goals.

As the Head of the institution, the Principal supervises bursar and Nodal officer of RUSA. The Principal looks after all the

classes of UG & PG and Non-teaching staff. Under his administration, various committees and different cells formed at the beginning of the academic year and assigned duties according to the institutional plans for the curricular, administrative committees for the smooth conduct of all the administrative activities.

Appointment procedures:

* Submission of staff requirements by the Principal to the management.

* Advertising the staff requirements in news papers.

* After short listing of applications calling the eligible candidates for interview and taking demo lessons.

*Selection is based on the performance of candidates.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://www.anjumancollege.in/wp-content/uploads/2022/03/osfinal.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Being the aided college all the welfare schemes issued by the collegiate education and higher education department to aided colleges which are strictly followed by the institution for all aided teaching and non-teaching staff. The management appointed staff are provided vacation salary, 15 days Casual Leave, O.D to participate in National/International seminars/workshops.

The college have its own co-operative society which gives loans to the members of the society up to Rupees 5 lakhs and 50000 emergency loan in the subsidised rate of (5%) interest. This helps the staff at the time of need.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

04

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Assessment by HOD: The HOD of the Department submits the assessment report of their department colleagues to the Principal, based on the subject knowledge, communication skill, syllabus coverage and time management.

By Head of the Institution: The Principal Head of the College assess the teaching staff and prepare the report on the basis of HOD's assessment report and the feedback from the students, ability on class control, punctuality, participation in college activities, result of previous semester. For non teaching staff, the Principal and O.S prepare the performance report on the overall observations like punctuality, work quality and cooperation with the staff and students.

The performance assessment report of the staff is placed in the College Board Meeting for the discussion and for approval of the board. The annual increment papers of the staff are sent to the department of collegiate education for final approvals and sanctions.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the institution. The college undergoes an external audit conducted by Joint Director of Collegiate education Dharwad. The AG Office Bangalore also sometimes deputes their accountofficers for departmental audit. The internal auditing of the institution is done every year.

Financial and academic audits are done in the college, accounts are maintained throughout the financial year and the college has maintained transparency in auditing. The Principal review all the receipts and payment accounts, income and expenditure statement personally and it is later checked and verified by the finance secretary of the management regularly as a preliminary process before they are submitted to the professional internal auditor Mr. Uday Shetty and CompanyChartered Accountant SIRSI, for final audit. The audit team reported that the institution has successfully maintained proper books of account as required by the law.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main sources of revenues of the institutions areDevelopment/Tuition fees received from the students and the management provides need-based financial support to the college as salary grants to management appointed staff, maintenanceand other activities.

The Principal prepare the college budget in the beginning of the financial year. The budget includes recurring expenses such as salary of the management appointed staff, library books, electricity, stationary and other maintenance and development expenses such as lab equipments, purchase of furniture and repair works. The budget is placed in the College Board meeting and is scrutinized and approved by the College Board.

The accounts department monitor whether the expenses are exceeding budget provision.Accounts are jointly maintained by the Principal and management except petty cash expenses. All other payments are made by the joint signature of Principal and the General Secretary of Anjuman Hami-e-Muslimeen, Bhatkal.

The details of petty cash expenses are sent to the management from time to time for verification.

The college receives salary grant for approved staff from department collegiate education,Karnataka Government.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Quality assurance strategies initiated by the IQAC of the institution are:

- **The faculty members are encouraged and supported to participate in orientation, refresher courses, faculty development programmes, workshops, seminars and conferences.**
- **The poor and needy students are provided with financial support by the local bodies and College staff at the time of admission.**
- **During covid-19 lockdown the college could survive academic challenges by conducting online classes through Zoomappand Google meet app.**
- **The IQAC also provides guidelines, internet access and verification process for the students to get the post matric and other scholarships.**
- **Regular meetings of IQAC are conducted under the chairmanship of the Principal with the prepared agenda and suggestions are taken from all the members of IQAC for improvement and implementation of the curriculum.**
- **Teachers are encouraged to use theteaching aids for effective teaching-learning process. All the classrooms of the college areequipped with ICT tools.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

For the smooth execution of teaching-learning process, our plan of action is on course, subject choices from work-load distribution, uploading time table, conducting two Internal Assessment Tests, old question papers are discussed with the students, extra classes are taken for the clarification of doubts.

The methodology of teaching-learning process is centric by chalk and board orby using ICTtools enabled learning in a better way.

The Principal keeps vigil on the completion of syllabus and ascertains information regarding the quantum of syllabus completed, so that the prescribed syllabus is completed within stipulated period.

The student's feedback on teacher is conducted. All the students are allowed to give the feedback of the faculty, teaching-learning process and evaluation. Student's feedback significantly shows the actual quality of teaching-learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.anjumancollege.in/wp-content/uploads/2022/07/Annual-Report-2020-21.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and security: The institution accords utmost priority to the safety and security of the students and ensures a full proof vigilant system so that every student will feel secured and protected. The institution installed CCTV cameras at key places in the campus and also in all the class rooms for round-the-clock vigilance.

The institution has different cells such as Anti - Ragging and Sexual harassment Cell, Students Grievance Redressal Cell which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

b. Counselling:. The institution identified that counselling can make a profound impact on students and helps them to navigate difficult life situations. To pursue this objective, the college adopted Mentoring system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs.

C. Common Room: A Common Room with an attached Wash Room is the primary facility required for the girl students to meettheir personal needs. Hence the institution has provided a Common Room to the girl students with adequate seating facility.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

Solid Waste Management: College has a place on its campus where the solid wastematerials are disposed. Waste like plastic, metals, glass, cardboard, newspaper and stationery are systematically collected, segregated and sold to authorized vendors for its recycling. Dustbins have been installed throughout campus for waste segregation and disposal

Liquid Waste Management- The waste water is carried out through the pipeline.

E-waste Management-The College has optimized its inventory of all computers through reassembling, modification and upgradation by the institutions' own team of IT Administrator,

faculty members and students. The e-waste generated from hardware which cannot be reused or recycled is being disposed off

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

A.H.M's, Anjuman Arts, Science & Commerce College being thefirst Institution of Higher Learning in Bhatkal Taluka, established in the year 1968 as a minority institution has its distinctive approach in catering to the educational requirements and aspirations of the people in and around Bhatkal irrespective of caste, community and religion. College is regularly organizing seminars, guest lectures and other programmes on communal harmony and cultural diversity. Special lectures are organised annually on National Unity Day and Constitution Day to create awareness about the importance of National Unity and Communal Harmony. Students have ample opportunity to learn languages like Hindi, Urdu and Arabic other than English and Kannada. Our Language departments have the habit of organizing multilingual seminars including all languages. The College always encourages the students to organise and participate in different programmes organised by college, Inter-College, University and other Government or Non-Government Organization to make them sensitize towards cultural, regional, linguistic, communal and socio-economic diversities. The faculty members enrich students with their knowledge regarding tolerance and harmony towards cultural, regional, linguistic, socio-economic and other diversities. NSS and NCC units organize programmes with regard to the role of youth in National Unity, tolerance and communal harmony etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities by conducting various programmes.

Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Voter's day is also organized annually to create awareness among our students about the importance of voting right and democratic principles. The objective of the program was to inculcate constitutional obligations among students, to create awareness about Universal Adult Franchise, to sensitise the students about importance of voting. Keeping in view the social needs and responsibilities, students from the all faculties are enrolled for NSS, NCC and Scouts and Guides for performing various social activities in terms of Annual Camps and Special camps. Volunteers do social services and awareness programs like Vanamahotsava, Shramadhana, Anti-Drug Rally, Anti-Plastic rally, Flood Relief Fund collection etc.The college encourages extension activities to promote social-justice, social responsibilities and good citizenship amongst its students.

Due to Covid-19 related restrictions, some of the events are not celebrated in the year 2020-21

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates/ organizes national and international commemorative days, events and festivals. The Faculty, Staff and Students of the Institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Patriotism and Happiness. The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian Constitution and spreading the message that India is the largest democratic country in the world.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule.

Every year Vana-Mahotsava has been organised in the month of July/Aug, our students participate with enthusiasm in plantation drive.

Gandhi Jayanti is celebrated every year on 2nd October,our NCC, NSS volunteers organise Campus cleaning activity.

Sadbhavana Diwas/National Unity Day is celebrated on 20thAugust every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga day is celebrated on 21st June every year.

Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen

Due to Covid-19 related restrictions, some of the events are not celebrated in the year 2020-21

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1

Title of the Practice

To Avail Financial Aid/Assistance to our economically weaker students

We have started this practice from 2009-10 onwards. We are very happy to state that during these 11-12 years we have been successful in procuring financial help to number of students. We are approaching college staff and the local charitable associations/organizations mainly with a prime focus on getting timely help. Down the years many students received financial

assistance and completed their graduation. Though the amount
was modest but it was great help to them during their
educational career

Best Practice 2

Title of the practice: "Mentoring System"

The institution introduced Mentoring system in order to fulfill
the students requirements and to shape the students career
successfully and to make the student grow psychologically and
spiritually. Regular meetings between the Mentoring committee
members and mentors held and discussed about the problems,
ongoing activities; future plans and same will be documented.
The interaction between mentor and mentee made the student to
think independently and take individual decisions to properly
shape his career which was observed as a key improvement with
the mentoring system.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. It is being proposed to provide more scope for students to
attend Job fairs / Job Melas and to understand the professional
proceses involved in the selection.

2. Construction of four additional class rooms for postgraduate programmes in Commerce and Arts, M.Com and MA has been proposed to the management.

3. College has planned to organise two State/ National /International seminar/workshop in Commerce/Science/Languages streams.

4. It has been planned to make the College campus Wi-Fi enabled.

5. To initiate an innovative weekly toastmaster where our students can participate value addition activities such as debates, management games, mock interviews and group discussions to enhance their employability skills.

6. To provide more scope for the faculties from various departments to attend and present research papers on various subjects.

7. It has also been proposed to purchase new wooden desks for the classrooms.

8. To provide more scope and encouragement for the faculties from various departments to publish research articles in UGC recognized Journals