



Yearly Status Report - 2019-2020

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 own campus	Yes
Phone no/Alternate Phone no.	08385226443
Mobile no.	9886212692
Registered Email	mkshaikh.2005@gmail.com
Alternate Email	anjumancollegebkl@gmail.com
Address	Anjumanabad
City/Town	Bhatkal
State/UT	Karnataka
Pincode	581320

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Prof. S.A. Indikar																						
Phone no/Alternate Phone no.			08385226443																						
Mobile no.			9448519256																						
Registered Email			saindikar1465@gmail.com																						
Alternate Email			anjumancollegebkl@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://www.anjumancollege.in/wp-content/uploads/2023/07/AQAR-2018-19.pdf																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.anjumancollege.in/wp-content/uploads/2021/12/Academic-Calendar-2019-20.pdf																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>B</td> <td>2.50</td> <td>2016</td> <td>25-May-2016</td> <td>24-May-2021</td> </tr> <tr> <td>1</td> <td>B</td> <td>71</td> <td>2007</td> <td>31-Mar-2007</td> <td>30-Mar-2012</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	B	2.50	2016	25-May-2016	24-May-2021	1	B	71	2007	31-Mar-2007	30-Mar-2012
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6. Date of Establishment of IQAC			21-Dec-2005																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td colspan="3"> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries														
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IQAC		
One day International level Seminar on,	28-Feb-2020 1	138
Conducted National Unity Day	20-Aug-2019 1	126
Organized Special programme on Women Empowerment	09-Feb-2019 1	45
On campus Interview by NIIT	22-Jul-2019 1	35

L::asset('/','public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.\$\$instdata->upload_special_status))}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Introduced 30 days certificate course on Basic Computer Conducted effective mentorship mechanism which has impacted in recording highest pass percentage in all the programme during the year. 15 days special programme on Computer Typewriting Skills under Capacity Building Initiatives. 15 days programme on English Communication Skills under Language and Communication Skills. Improving students attendance with the help of Jupsoft software MIS system • Implement a

wellconceived plan for monitoring students' progress continuously by facilitating effective running of teachinglearning programs. • To conduct / organize Seminars / Workshop / Resource lectures on important issues and topics that are consistent with the institutional goals and objectives. • To internalize quality culture and best practices IQAC works with various committees and other units constituted in the college to make them active and functional and promote optimum use of ICT facilities • Make selfassessment a regular activity for continuous improvement with focus on (a) Mentorship Feedback Analysis' , (b) Feedback / Evaluation from Students on teachers and institution (c) Feedback from Alumni , Parents and to ensure students support and progression is strengthened and monitored at all levels.

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

Plan of Action	Achivements/Outcomes
To introduce certificate / value added courses	Introduced certificate course on Basic Computer Skills
To strengthen Mentorship Mechanism.	Impacted in semester end result with hundred percentage in Arts, Science and all PG programmes.
To conduct International Seminar on current trends.	With the active participation of Department of Economics organized International level seminar.
To enhance the research culture	With the help of Research Committee, faculty members are encoruated to attend professional development programme. One of the staff has published a book during the year.
To prepare students competent enough to face the current trend of job market	Under the Capacity Building scheme, college has conducted short course on (a) Computer Typewriting Skills and (b) English Communication Skills.
To enhance the placement through Career Guidance and Placement Cell.	Invited NIIT for the on campus training and interview.
To install the biometric	Installed accordingly for the purpose of staff attendance.
To augment furnitures and Equipment	During the year 50 new benches and desks have been added.
To conduct a programme on national integrity.	In coordination with NCC and NSS college has conducted National Unity day.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	05-Dec-2021
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	05-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has been sincerely endeavoring to maintain a transparency in all the phases of participatory administration and management thereby facilitating a participatory and health administration along with clear delegation of authority and responsibilities. IQAC has been working in consultation of other Stakeholder as well. The management has been holding monthly meetings on a regular and consistent basis with prior agenda and the resolutions are strictly adhered to. All the decisions are unanimously taken in the presence of all the members of the management during monthly management meetings. The management information system modules student information system, student resistance in every semester through its portal. This module to contain their information regarding their credentials, their participation in extracurricular. As proposed by the IQAC committee and Management, CCTV cameras have been installed in all class rooms to effectively monitor the smooth conduct of classes and other activities. Digitalization of students' records and other digital infrastructure such as admission logistics attendance and other related aspects of students are monitored through Jupsoft software MIS system. This software also monitors students' attendance on daily basis which can</p>

even send instant text messages to the parents of absentees .

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution follows the curriculum prescribed by the affiliated University, Karnatak University Dharwad. In the beginning of the academic year, the committee headed by the Principal prepares an academic calendar in consultation with the heads of various departments. Academic calendar of the institution is prepared in accordance with the academic calendar of the University which includes internal test schedule, University examination schedule and other activities. Departmental meetings are held in which the topics in the syllabus are distributed to the teachers after discussion with them. The Principal provides weekly schedule time table for each semester for both UG & PG courses. Classes are held according to the schedule under the supervision of the college administration. Class room teaching methods based on the need of different subjects are regularly used for the effective delivery of the curriculum such as chalk and Blackboard method, CT enabled teaching-learning method, use of scientific models & charts for effective lecture delivery. Group discussion, among the students, micro-teaching and seminars are carried out during the academic year. Proper and adequate instrumentation facility is also provided to the students for their practical classes. Need based survey programs, field works, and educational excursions are carried out by the departments. Project work, dissertations are conducted for fulfilment of their degree course. We have a very rich central library with open access system for the benefit of the students. Based on the recommendations of Library Committee, during the year college has subscribed academic journals, E-books and E-Journals to enable Arts, Science and Commerce students and faculty to enrich their knowledge in addition to prescribed syllabi. Students attendance and progress for individual course is continuously monitored by all faculty members. Class visits are frequently made by the Principal duly accompanied by the senior faculties to ensure overall discipline among the students during the class hours. Seminars and special talk by subject experts are also arranged regularly for the benefit of the students. Two internal assessment tests, Home assignment, practical test for students and University semester end examinations are conducted during each semester. Poor performers are counselled for better results under the guidance of teachers. The regular departmental meetings, staff meetings, parent-teacher meetings helps in taking suitable measures for the effective implementation of the academic process. The institution has ICT based feedback management system which enables stakeholder institute interaction for enrichment of teaching-learning process and overall development of the student. College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching- learning, development and improvement of different methods of effective curriculum delivery. College regularly gives ample scope to faculty for conducting course enrichment activities and provides necessary financial provisions. During the year, the Department of Economics has organized International Seminar and most of the department have invited academicians, professionals, experts to deliver special lecture based on existing course curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Basic Computers	0	01/11/2019	30	Gives scope for competitive examinations	Get minimum skill on computers with MS office application software.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Nil	01/01/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Kannada	02/07/2019
MCom	Commerce	02/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	20	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	01/01/2019	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Kannada	9
MCom	Commerce	37
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The institution is committed to the highest standards of education and other provisions for its students and encourages students to provide the institute with thoughtful and constructive feedback. Formal evaluation together with informal comments and consultations are used to make improvements to our course and other provisions. A special format was designed for the alumni and parents to share their opinions. The lecturers received the exit level feedback from the graduates regarding the curriculum and teaching-learning process in the institution. Thus, the inputs are obtained from the stake holders regularly and analysed for the improvement of the overall competency of the students for the employability. The Principal conducts meetings with the HOD's regularly to discuss about the feedback received from the stakeholders. The suggestions regarding the curriculum and semester exams are conveyed orally to the University officials during various meetings. The institution aims at maintaining the highest standard of education and motivates the students to provide useful and constructive feedback. Formal evaluations and consultations are used to make improvements in the teaching and learning activity. Our focus is on maintaining a safe, professional and friendly learning environment and high quality teaching. Apart from the University officials, the members of the management also take feedback from the students orally and bring it to the notice of the Principal during the regular monthly meetings. Many responses indicated that students felt their lecturers are knowledgeable, skilled, committed and prepared. Comments were also typically made concerning lecturer's willingness and ability to employ effective teaching methods and incorporate various learning materials, resources and technologies into teaching in ways that enhance student's learning. Students also reported that the lecturers provide prompt and comprehensive feedback on their academic work, treat students in a collegial manner and are available when students require assistance on the whole, however students felt they were academically prepared and supported in their studies, often expressing considerable confidence in the quality of ongoing student support. College makes use of these suggestions in future development such as curriculum governance, supervision and mentoring. An effort is made towards creation of academic culture in which students and staff are expected to deploy higher order thinking skills. Based on their feedback, development strategies are made. The feedback obtained is consistently analysed and utilized in the interest of the overall development of the institution. Suggestions and feedback in respect of academic content are seriously viewed in the management and staff meetings which are held at regular intervals.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Commerce	60	20	19
MA	Kannada	30	0	0
BCom	Commerce	240	85	81
BSc	PMC	120	40	38
BA	HEK	120	22	21

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	385	64	21	3	4

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
32	20	100	9	9	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution has an individual mentoring system in practice. It is the policy of our institution to entertain hopes and aspirations of our students who come from different backgrounds. Mentoring of students is an essential feature to render equitable service to all our students as many of them are from rural areas and lack the proper academic background and financial backup. Student mentorship in our institution has the following aims: • To enhance teacher - student contact hours • To enhance students' academic performance and attendance • To minimize student drop-out rates • To identify and understand the status of slow learners and encourage advance learners • To render equitable service to students The students monitoring system in our institution promises to provide a better understanding of individual students and bring out their highest potential. Students are categorised into groups of 15-20 depending on the number of students. Each group is assigned a teacher - mentor who would perform mentoring duties. The mentor provides guidance to the students and is engaged continuously in counselling them in academics and their overall personality as per the requirement of the mentees. The mentors will be in regular touch with their students. The mentees are given a free hand to discuss difficulties faced by them. A comprehensive record of student's personal, academic and other aspects is maintained and efforts are made to improve them. This has facilitated a better understanding of student's background in moulding their career. The mentees are guided and assisted by providing latest information on their career choice and avenues. As it is student-centric system, sensitive aspects of mentees are handled very carefully and diligently. The system has provided a platform for the students to share and discuss their individual academics and personal problems with the mentors which has facilitated them to feel themselves as part of the institution. The institutional practice of mentoring system has continuously enhanced the campus environment and brought about improvement in student's attendance records and minimised student dropout rates.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
449	28	1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	28	23	0	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Assistant Professor	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BA	01F	6	30/09/2020	21/10/2020
BSc	03F	6	22/09/2020	21/10/2020
BCom	02F	6	24/09/2020	20/10/2020
MA	MA4	4	15/10/2020	28/11/2020
MCom	MCOM4	4	13/10/2020	24/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Assessment of performance is an integral part of the teaching and learning process. As part of the sound educational strategy, the institution adopts a Continuous Internal Evaluation (CIE) system to assess all aspects of a student's development on a continuous basis throughout the year under the overall supervision of examination committee and respective faculty members. The institution has an effective CIE system with various reforms being initiated from time to time. Students are communicated about CIE through an orientation program and during class hours. The college organises the orientation program at the beginning of each semester and addresses the students. The students are informed about the academic information related to curriculum. Result analysis and reviews are conducted during the staff meetings. The Principal in joint consultation of examination committee monitors the academic performance of the students after each academic tests and semester end result. To review the results, periodic meetings are conducted and feedback is obtained for further improvement. In the case of students who remain absent to the classes beyond 15 days, are informed to justify with valid reason for being absent. Respective faculty members do engage extra classes for such students, provide additional learning resources to cope up the course curriculum. Parent-teacher's meeting is conducted in each semester to share the academic performance of the students. Parents / guardians are advised to note the performance of their wards and take remedial measures whenever required. The overall academic proficiency of the students measured through performance in internal marks and semester end result. Based on the parameters, students who score less than 50 of the total marks are identified as slow learners and accordingly conduct remedial classes for encouraging such students to cope up the course curriculum. At the end of each semester, theory and practical examinations are conducted as per the guidelines of the University. Question papers are set by the University and 75 percentage of attendance in each semester has been made mandatory to appear for the University examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution has adopted a system of preparing the annual academic calendar in consultation with the teaching faculties. The academic calendar is displayed on the notice board as soon as it gets ready for strict compliance. The Principal, in the staff meeting allots the subjects to the faculty and accordingly the time table is set. The lecturers prepare lecture plan each semester for an effective teaching. The lecturers teach the allotted subject as per the syllabus prescribed by the University. The quality of student's learning is observed regularly and efforts are made to understand the impact of the class-room teaching. The HODs of each department conducts the meetings regularly. The feedback of the students regarding the delivery of the lecture and its effectiveness is also collected. The academic calendar includes planned curriculum and related activities. While preparing academic calendar the institution considers the Internal Assessment Tests to be conducted by the college. According to the norms of the University our institution conducts two Internal Assessment Tests and one Internal Practical Test in each semester. This helps the students to review their studies and prepare themselves for semester exams conducted by the University at the end of each semester. A healthy coordination between the academic calendar committee and the examination committee is maintained to ensure that the calendar dates are adhered for the conduct of internal examinations.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.anjumancollege.in/wp-content/uploads/2020/12/2.6.1-Students-performance-and-learning-outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
01F	BA	HEK	5	5	100
03F	BSc	PCM	6	6	100
02F	BCom	Commerce	89	74	83.14
MA4	MA	Kannada	9	9	100
MCOM4	MCom	Commerce	37	37	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.anjumancollege.in/wp-content/uploads/2021/12/Students-Feedback-Form-Institution.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
Any Other (Specify)	0	0	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Economic Slow Down in India	Economics	20/02/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Republic Day Parade	1st Prize	National Destival Cenebrating Comittee Bhatkal	26/01/2020	Taluka Level
District Level Quiz Competition for College Professor	1st Prize in the competition	Prarthan Pratistana and Dugrambika Yuvaka Sanga Shirali, Bhatkal	22/12/2019	District Level

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Language Lab	Language	Institution	Language Lab	communicat ion Skills	01/08/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	0	0	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	0	0	Nil	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	0	0	2019	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	3	0	0
Attended/Seminars/Workshops	0	4	9	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Anti-Plastic Rally	NSS/NCC	6	300
Swachchata Pakwada	NCC	5	67
Voters Day	NSS	25	200
National Unity Day	NSS/NCC	20	150
Gandhi Jayanti Swachchata Hi Seva	NCC	15	67
Trekking / Adventurous Camp at YANA, Kumta, U,K	Physical Education Dept.	2	15
NSS Special Annual Camp	NSS	2	50

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Republic day parade (NCC)	First prize	National Festival Celebrating Committee-Bhatkal	22

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
0	0	0	0	0

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	01/02/2019	01/02/2019	0

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Ganesh Soaps and Detergents	19/08/2019	Theoretical orientation and industrial exposure	37
Vishwas Foods and Exports	04/09/2019	To Provide industrial exposure in Cashew processing methods	0
Manjunath A Prabhu Tax Consultant.	07/10/2019	To provide necessary inputs for preparation in	40

		Income Tax and Commercial Tax and also by providing books to the students which will help them in employment and their carriers.	
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	54792

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
e-Lib	Partially	14.1	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25244	1669063	62	7850	25306	1676913
Reference Books	3863	817204	6	1140	3869	818344
e-Books	97000	0	0	0	97000	0
Journals	27	22378	0	0	27	22378
e-Journals	6000	0	0	0	6000	0
Digital Database	0	0	0	0	0	0
CD & Video	100	0	0	0	100	0

Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Others(s pecify)	0	0	0	0	0	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	01/02/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidth (MBPS/ GBPS)	Others
Existin g	75	2	53	1	0	6	6	2	0
Added	0	0	0	0	0	0	0	0	0
Total	75	2	53	1	0	6	6	2	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilities
2625000	2566247	500000	54792

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

College has framed a policies and procedures for the proper maintenance of available infrastructural facilities including laboratories, central library, class rooms, etc. Management Level: The recommendations or proposals submitted by the Principal is reviewed by the esteemed Management and further strengthen

the institution by providing their support in the form of financial, administrative support for the augmentation of infrastructural facilities and enhancement of learning resources from time to time. All procedures and policies discussed during the College Board meeting are implemented by the Principal. The College Board Secretary is entrusted with the responsibility of coordinating and supervising the policies related to the college are implemented. Administrative Level: For the smooth function of curricular, cocurricular and extra curricular activities, in coordination with IQAC, Principal ensures effective implementation of teaching learning processes. All related and relevant information regarding Admission, Scholarships, Exams, Courses offered, Infrastructure facilities, Programs and Functions is conveyed to the students through College Prospectus, Notices, college Website and College MIS system-JUPSOFT. Based on the current trend, college do conduct professional development programme for both teaching non-teaching staff through expert and also encourage staff to attend professional development programme conducted by competent organizations. Faculty Level: With the able leadership of the Principal, every faculty members including Management recruited are encouraged to upgrade their academic proficiency through research, publication of research articles, participation in academic seminars / workshops, etc., at different levels. Faculty suggestions and recommendations with regard to curricular, cocurricular activities are implemented on priority basis and reimbursement of purchase of learning resources by the respective faculty is paid by the Institution. IQAC: College has provided a separate room with necessary infrastructural facilities for the smooth function of IQAC. The IQAC coordinator regularly interacts with Principal , College Board Secretary and various committees and units of the college for organizing / conducting necessary programs and places the recommendations and proposals to the Principal for needful action. The IQAC is also entrusted to conduct Feedback on course curriculum from stakeholders and after analyzing the feedback, the overall suggestions is to be communicated to Head of the Institution for further implementation of suggestions. Library: College has a Independent and spacious Library. With the active support of our esteemed Management Site Engineer inspects once in a year and ensures the proper maintenance of the building. Librarian is entrusted to well inform all the students and staff of the college about the overall learning resources available in the Central Library and also maintain proper Attendance Register for footfall of students and staff regularly and the same should be get it signed by the Principal once in a month. Stock verification should be made every year. Librarian must monitor and maintain the proper track record of e-learning access by the students at Network Resource Centre which is established in the Central Library. The suggestions and recommendations of the Library Committee, Librarian has to seek the prior permission for further approval of placing the order of text books, academic journals, etc.

<https://www.anjumancollege.in/wp-content/uploads/2023/07/4.4.2-Procedures-and-Policies-AQAR-2018-19.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Support from Staff	16	19220
Financial Support from Other Sources			
a) National	SCHOLARSHIP	78	482092

b) International	0	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Computer Typewriting Skills	02/12/2019	20	Department of Computer Applications
Communication Skills	05/11/2019	30	Subject Expert from the college
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for Competitive and Career Counselling Activities	25	78	0	0
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
6	6	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIIT	35	0	Shree Guru Sudindra College Bhatkal Anjuman Institute of Technology and Management	13	6
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	3	BCOM	Commerce	ANJUMAN INSTITUTE OF TECHNOLOGY AND MANAGEMENT, BHATKAL	MBA
2019	1	BCom	Commerce	National Intitute of Computer technology Bangalore	SAP
2019	1	MCom	Commerce	Anjuman College of Education	Bed
2019	1	BSc	Science	SDM Honnavar	MSC
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Athletics (Men Women)	College Level Intra Murals Competition	372
Volley Ball (Men)	College Level Intra Murals Competition	96
Shuttle Badminton (Doubles) (Men Women)	College Level Intra Murals Competition	52
Shuttle Badminton (Single) (Men Women)	College Level Intra Murals Competition	47
T.T Single (Men Women)	College Level Intra Murals Competition	43
Carrom Doubles (Men Women)	College Level Intra Murals Competition	80
Carrom Singles (Men Women)	College Level Intra Murals Competition	75
Chess (Men Women)	College Level Intra Murals Competition	34
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Khelo India	National	1	0	17K29606	Abdul Hussain Malik D.A.
2019	Shuttle Badminton	National	1	0	17K29606	Abdul Hussain Malik D.A.
2019	Swimming	National	1	0	18K29394	Mohmed Ashfaq
2019	Kabaddi	National	1	0	ADC19BA018	Gururaj M. Naik
2019	Football	National	1	0	16K28532	Iftikar Ahmed
2019	Football	National	1	0	19K29421	Budji Awiz

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

For the smooth running of the day to day academic activities college gives the importance to committee type of organisation. For this purpose various committees are formed under the chairmanship of the Principal for effective implementation of the policies and procedures of the institution / college / university or similar body. Our college does not have a student council or similar body. But to carry the activities of the college smoothly and effectively all the committees are given free hand and authority to undertake the activities through respective co-ordinators. In every important academic, administrative body and extension units of the college vital importance is given for student representation. The institution encourages active participation of the students in all the developmental activities of the college including planning and executing. The institution has a student welfare wing and student welfare officer is entrusted with the responsibility to have good and cordial relationship with one of the important stakeholders i.e. students and supervise their full fledged participation in each and every committee to induce the all-round leadership qualities and personality development of the student according to their talents and interests. In support of all these various committees were formed for the smooth conduct of the various academic and other activities of the college. In all these committees proper and balanced representation of students for their active participation and total involvement was made to achieve the best possible in each and every task assigned to them. Our well established institution with its well defined vision and mission mechanism of students support and progression not only educates the young talents but also shape and mould their total integrated personalities. The institution gives the priority for considering the talents and leadership qualities of the students for their holistic personality development and in this regard ample opportunities are provided to the students to excel not only in academics but also cultural and extracurricular activities. For active participation in various committees talent hunt is done at the beginning of each academic year to identify such students and depute them to take active participation in these committees. Ample opportunities are

created for the students to work in the different committees to share skills, knowledge and experience of the highly resourceful and knowledgeable staff members and the senior students which prove to be a very strong motivational device for our students. Involving the students in the different committees helps to create awareness and induce the spirit of social service and team management skills in the students. The institutional plan is chalked out after taking due care of suggestions and opinions from teaching staff, students, non-teaching staff and other stakeholders. Different committees are constituted at the beginning of the academic year under the leadership of the principal of the college for overall management and smooth running of the different programmes and activities of the college and for this in each committee students from all classes/semesters are selected with the help of NSS, NCC, Scout Rover and SWO.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

98

5.4.3 – Alumni contribution during the year (in Rupees) :

400000

5.4.4 – Meetings/activities organized by Alumni Association :

College has an active Alumni Association. During the year, they have met on 08-SEPT-2019 and following some of the example of their implementation based on meeting proceedings. (1) Delivered special lecture based on course curriculum. (2) Oriented students on How to prepare for competitive examinations. (3) Helped some of the outgoing students who are dire need of placement at a private sectors. (4) Contributed financial amount of Rs.400000/- for the purpose of beautification of the campus.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

College has a conducive atmosphere. Esteemed Management is very cooperative and supportive in providing financial provisions for the augmentation of infrastructural facilities as and when sought by the Principal. The Principal is the guiding spirit to every staff of the college. It has been stated in our college vision that our combined efforts are aimed at developing our students into a high calibre human resource by imparting knowledge and skillfulness which will empower them to deal with the competitive requirements and challenges. Our Institution follows a system of entrusting the authority and providing operational independence to all the various functionaries to be efficient, effective and active mechanism. The following approach is taken up towards decentralised governance system. Principal Level: The governing body of the college takes important decisions during the Board Meetings and delegates the responsibilities to the Principal for the implementation and achievements of academics, curricular, conducting of functions/programmes for the benefit of the students. The resolutions are based on the policy decisions. The Principal holds meeting with all the HODs of various departments at the beginning of the Academic year. Meetings with the HODs are held at regular intervals to review the effective execution of the policies and objectives. Faculty Level: Faculty

members are given representation in various committees/cells that are formed during the staff meeting at the beginning of the academic year. The coordinators/members of the committees/cells are assigned with the task of conducting various activities and programmes in academics, curricular and extracurricular activities. Necessary financial provision is made for the course enrichment programmed as per the Plan of Actions prepared by respective Department. Our core focus is always to develop our student's self-belief, self-reliance, leadership skills and communication skills. Last year the following committees were formed for participative management and the coordinators of those various committees held meetings with the Principal and kept him informed and sought suggestions whenever necessary. The committees/cells are given as below Discipline Committee, Examination Committee, Sports Committee, Attendance Committee, Feedback Committee, Mentoring Committee and Research Committee. NCC, NSS, SWO, Scout Rovers, Grievance and Redressal Cell, Career Guidance Cell, Placement Cell, Alumni association, Eco Club and Environment Cell and Anti Ragging Committee / Cell are indicative participative management. Our students have free access with not just the Principal but also with the management. The staff and the students have free access to interact and express their views freely the matters concerning to teaching learning/ICT requirements or any other suggestions for effective functioning of the institute and also in organising Seminars / Workshops / Conferences / Resource Lectures / Sports events and other requirements for the improvement of the institution. Almost every decision of the institution is governed by the management policies.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The data base of the students admission has been Computerised and a provision of retrieving the same information has been installed. Admittance is open to all the students who are eligible of enrolment irrespective of whatever social groups and faiths they belong to and provide education to all those who are willing to take admission to our college. Students are admitted as per the norms of Karnatak University, Dharwad. Meritorious students are allotted seats with fee concession and the students coming from weaker sections are also given special considerations.
Industry Interaction / Collaboration	Our college has made pacts by entering in to MOU's with Ganesh Soaps and Detergents Shirali, Vishwas Foods and Exports Pvt. Ltd, besides Tax Consultant and practitioner Mr. Manjunath Prabhu Bhatkal. Visits are arranged by the college to gain into the insights and the practical exposure. The Commerce students are also visit Industries. The efforts are

on to enter into an MOU with them. So that the Industrial tours and visits can become official and the Institution and students can gain advantage with the industrial interactions/ collaborations. The faculty members are deputed to other institutes for attending faculty development programmes.

Human Resource Management

Our governing body i.e the Management of Anjuman Hami e Muslimeen provides complete autonomy to the college which is evident from the highly decentralized and empowered working of various departments. This includes granting authority at various levels in the college right from the independent decision making at various committee levels mentioned above, to the heads of various departments and further extended to the Principal for the day to day operations. The management of our Institution has empowered its faculty members at all the levels of the organization. The participation of teaching faculty in the governing body of institution has been allowed and encouraged, bearing in mind the need to keep the size of the body within reasonable bounds.

Library, ICT and Physical Infrastructure / Instrumentation

The college library has a separate e library to facilitate the students to take use of modern technology to upgrade their knowledge. We have installed 14 computers in the Library and we have availed e library package for the benefit of all the faculty members and the students. Our library is well stacked with books, Journals, Magazines, Regular Newspapers, Question Paper sets of all subjects of previous university exams are made available.

Two computer labs with Internet facilities for UG and PG have been installed separately. Necessary Lab instruments and equipments are purchased regularly as and when HODs of all departments make recommendations. New books prescribed in the syllabus in any area are procured immediately. Old project reports of students are maintained in departmental library which are referred regularly by students of their respective departments.

Research and Development

A Research Cell has been formed which coordinates with the members of the

staff In order to promote research related activities, publications and academic development. The research cell with its committee members encourages and motivates aspiring members of the staff engaged in research and also those who are interested in research and development work. The Research Cell makes recommendations for necessary academic/financial help to the scholars.

Examination and Evaluation

The Karnatak University Dharwad follows the prototype of semester education therefore the University conducts the semester exams at the end of every term. Every academic year the students write two semester exams and the paper evaluation is done at University level where the evaluation camps are held twice an academic year and the evaluation process is designed by Karnataka University Dharwad and which is also made available in the KUD web portal. We in our college make sure that these procedures and practices are made known to all of our faculty members and students by notifying through academic calendar and circulars. As per the guidelines, two internal tests were conducted for the evaluation of the students. First internal test is conducted on 8th week and the second test is on 12th week of academic year.

Teaching and Learning

Karnatak University Dharwad to which our college is affiliated plans academic calendar of every semester for effective conduction of the teaching learning process in all its affiliated colleges. The University organises workshops/training for improving the teaching methodology as a part of faculty development programmes for the affiliated institutes. Our college provides sufficient learning materials and other teaching and reference materials like the internet connectivity, software, proper lab infrastructure and equipment, projectors etc to facilitate its teachers to make sure of effective delivery of the core curriculum.

Curriculum Development

We in our college develop action plans for effective implementation of the core curriculum prescribed by Karnatak University Dharwad. At the beginning of every academic year, a

committee headed by the Principal prepares an academic calendar with the consultation of heads of various departments. Lesson plans and course files are maintained by each faculty for their respective subjects and are reviewed on a continuous basis by the HOD's.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Automation of Office has been done by Installation of Software in the college office. Our college office is compatible with all the correspondences of e- governance, like the Management, University, Joint Director of Collegiate Education, Commissioner Office Bangalore and NAAC office is carried out through online / e mail and even the students attendance is managed in the Jupsoft software.
Administration	The college administration functions with the e governance system at college / Government / Management / Society level. The college has Biometric Attendance for teaching and nonteaching staff. CCTV cameras are installed in class rooms and college premises.
Finance and Accounts	Since our college office has been Automated with the management of Software it encompasses all the modules along with the Finance and Accounts for transparent functioning of the college. It helps in efficiency and accuracy in all the monetary transactions. The college conducts regular internal and external audit of annual books of accounts. Payments of Staff salary is done electronically.
Student Admission and Support	Prospectus and Admission forms are issued to the students at the time of admission. The college provides several services to fill the various forms such as admission form, Examination form, Scholarship form, and Re-evaluation form etc., at one place in the office. Students are given opportunity to pay the fees in two instalments.
Examination	The college conducts Internal Assessment Tests, Practical Exams, and Assignments for UG and PG students. Project work for PG students as per the norms of the University. The marks are uploaded in the University portal through online process. Internal

Assessment marks are communicated to the parents through the Jupsoft.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Prof A M MULLA	One -Day State level Faculty development programme on " Research Methodology"	Government First Grade College, Bhatkal	100
2019	S.A Indikar	Two - Day Conference on "Problems and Challenges of Muslim Minority Educational Institutions Their Solutions"	Anjuman Institute Of Technology and Management, Bhatkal	0
2020	S.A Indikar	One day state level NAAC workshop	Government First Grade College, Ankola	200
2019	Prof. B.H. Nadaf	Two - Day Conference on "Problems and Challenges of Muslim Minority Educational Institutions Their Solutions"	Anjuman Institute Of Technology and Management, Bhatkal	0
2019	Prof. B.H. Nadaf	One day National Conference on " Multi Disciplinary research"	Government First Grade College, Kalaghatagi	300
2020	Prof. B.H. Nadaf	One day state level NAAC workshop	Government First Grade College, Ankola	200
2020	Prof. B.H. Nadaf	Webinar on "Recent Advances In Graph Theory"	Commerce, B.H.S , Arts T.G.P Science College, Jamkhandi	0
2019	Dr. Devidas S. Prabhu	Workshop on "Causes and	Anjuman Arts, College	0

		Impact of Economic slowdown"	Dharwad.	
2019	Mr. K. Kaleemulla	One day Multi Disciplinary National Conference on " Sustainable Development and Knowledge Management In Higher Education"	Government First Grade College, Shiralkoppa	1000
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Nil	Nil	Nil	Nil	Nil
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
U.G.C Sponsored Refresher Course	1	04/12/2019	15/12/2019	12
NCC Direct Commission Course	1	03/06/2019	31/08/2019	90
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	16	6	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Promotional and Incremental benefit from time to time. Computer and printer along with	Anjuman College Employees Co Operative Society Ltd -Bhatkal, provides loans on low	Hostel Facility near the campus for both boys and girls. College provides Uniforms to the

internet connectivity at the staff room. OOD facility for participation of professional development programme. Financial assistance for attending seminars / conferences to all the full time teachers. Retention of Management full time staff. College Employees Co Operative Society Ltd -Bhatkal, provides loans at low interest to members. Special emergency loans are also given by the Co Op society.

interest to members. Special emergency loans are also given by the Co Op society. Professional development programme organized by college from time to time. Salary advance in the case of delay of regular salary. Well configured computer, printer, necessary software for smooth function of Administrative work.

students on the subsidised price. The local associations of Bhatkal provide Scholarships and Financial Assistance to fill the admission fees on recommendation by the college. Special cash prizes are also awarded by the Management/Staff for the Toppers in each faculty, Rank holders, Gold Medalist, centum scorer and University Blues. Mentorship Mechanism. Language lab for communication skills.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

External Audit: It is conducted by Joint Directorate of Collegiate Education Dharwad. The A.G office Bangalore also sometimes deputed their Account Officers for Departmental Audit. **Internal Audit :** 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 AHM, Mr. Kola Amiruddin regularly as preliminary process before they are submitted to the professional internal auditor Uday Shetty and Co. Chartered Accountant SIRSI for final audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management	5097386	Salary Grant to management staff and for seminar
View File		

6.4.3 – Total corpus fund generated

46200

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LIC, Karnataka University Dharwad	Yes	Principal and H.O.Ds
Administrative	Yes	J.D.Office, Dharwad	Yes	Esteemed Management and IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) Parent Teacher meetings are being held regularly. 2) Students attendance and Internal Assessment Tests results are shown to the Parents in the Parent Teacher meeting. 3) Students attendance and Internal Assessment marks are uploaded in the "Jupsoft" for regular monitoring of their wards progress.

6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Biometric system has been installed for the staff. 2) CCTV cameras have been installed in all the class rooms and college premises. 3) Jupsoft Software was installed 4) A total of 50 new benches and desks are purchased to the college. 5) Focus software installed in the office.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	National Unity day from NCC NSS	20/08/2019	20/08/2019	20/08/2019	150
2019	Parent Teacher and Alumni Meet	08/09/2019	08/09/2019	08/09/2019	119
2019	Anti-Plastic Rally from NCC NSS	09/10/2019	09/10/2019	09/10/2019	300
2019	Swachatha Pakhwada	13/12/2019	13/12/2019	13/12/2019	68
2020	International Seminar	20/02/2020	20/02/2020	20/02/2020	46
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Special programme on Women	02/09/2019	02/09/2019	45	25

Empowerment				
Health Awareness programme on the occasion of International Women day	08/03/2020	08/03/2020	40	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Vana Mahotsava ,Swatchatahi Seva ,Swachata Pakwada,Anti-Plastic Rally

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	8	5	20/08/2019	1	National Unity Day	Special Lecture on Importance of National Unity was organised	150
2019	1	1	02/10/2019	1	Gandhi Jayanti	Organised Campus cleaning and activity and distributed Food and Fruit to Govt	200

						Hospital Patients with the help of NCC cadets, NSS volunteers and other students	
2019	1	1	09/10/2019	1	Anti-Plastic Rally	Created awareness about harmful effects of plastic use	300
2019	1	1	02/10/2019	1	Swachata Hi Seva	NCC cadets organised Campus cleaning and Beach cleaning activity	67
2019	1	1	13/12/2019	1	Swachchata Pakwada	NCC cadets organised a fortnight of intense focus on the issues and practices of cleanliness	68
2020	1	1	27/01/2020	1	Voters Day	Importance of Democracy and Voting right	200
2020	1	1	05/03/2020	7	Special Annual camp was organised by the NSS Unit at Kotakhanda, Marukeri Gram Panchayat	Protection of Natural Resources and Environment. Role of Youth in Rural Development,	50

					area	Values in Folk Literature, Literature and Personality development ,	
2020	1	1	10/03/2020	2	Trekking/Adventurous camp at YANA, Kumta taluk (U. K. Dist)	Educating youngsters to develop the basic knowledge of every possible survival skill.	15
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	01/06/2019	The Prospectus of the institution provides clear information to students about admission procedures, requirements for all programmes, the fee-structure, financial aid and student-support services. Besides, it contains information like the composition of the Governing Body, history of the College, College Staff , courses offered and subject combinations allowed, Registration rules, Migration rules, Attendance rules, rules for change of subject combinations, Transfer rules, instructions for Examinations, rules regarding payment of fees, Library facilities and rules, Scholarships available, rules regarding concession of fees, Canteen facilities, excursions, medical facilities, co-curricular activities, Anti-Ragging Cell Rules of conduct and discipline, details of fees structure, etc.

Code of conduct for Teachers	01/06/2019	Code of conduct for Teachers is published on Institutional Website. Principal enlighten the staff about the Code of Conduct highlighted under KCSR and also Management guidelines for ensuring every staff of the college work effective for the effective implementation of its Vision and Mission statement of the Institution.
Code of conduct for Management full time staff	01/06/2019	Code of conduct for management full time staff including non teaching staff is made known to every staff from time to time and encouraging them to keep up the discipline and render the entrusted responsibilities with utmost commitment and dedications.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	50
National Unity Day	20/08/2019	20/08/2019	150
Gandhi Jayanti	02/10/2019	02/10/2019	200
Anti-Plastic Rally	09/10/2019	09/10/2019	150
National Voters Day	27/01/2020	27/01/2020	120
Constitution Day	28/01/2020	28/01/2020	170
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Every year Vana-Mahotsava has been organised in the month of July/Aug, our students participate with enthusiasm in plantation drive. This drive is to remind the young citizens the importance of environment and ecology for sustainable development. Different plants are nurtured with care.
2. Anjuman College has separate Botanical garden this garden is dedicated to the collection, cultivation, preservation and display of wide range of plants labelled with their botanical names.
3. No hazardous waste is generated in the campus from any Department. All precautions are taken to store few concentrated acids/chemicals in a safe and separate room. All unusable equipments and chemical wastes are disposed through auction.
4. The obsolete computers and other wastes generated from the electronic equipment?s are auctioned to

authorized e-waste dealers and the hazardous materials in that equipment?s are removed and disposed as per norms. 5. Energy efficient tubes and ceiling fans are used in most of the places to ensure energy conservation. Energy saving awareness program has been initiating among the staff and students.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To avail Financial Aid/Assistance to our economically weaker students 2.2. Mentoring System

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.anjumancollege.in/wp-content/uploads/2023/08/Best-Practices-2019-20.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the institute focuses on development of the college into a premier Institution of Higher Education and be an active component of National Educational System. Develop human resource of high caliber that is nationally comparable and internationally acceptable with the counterparts, which will empower our students to cope with competitive needs in the changing global scenario and reach the unreached and serve the un-served with education. Being a first Institution of Higher Learning in Bhatkal Taluka the college established in the year 1968 as a minority institution has its distinctive approach in catering the educational requirements and aspirations of the people in and around Bhatkal irrespective of caste, community or religion. This was the first college in Bhatkal taluka and remained only an institution of higher learning in Bhatkal for more than two decades. Even after establishment of other colleges in Bhatkal, this college remained as a main and prominent institution of higher learning. The institution is the only aided college in Bhatkal taluka and recognised under 2f and 12b UGC Act 1956. The institution offers UG and PG Courses B.A, B.Sc. B.Com and has started M.A in Kannada from 2007-08 and M.Com from 2010-11. Excellence in Academics The College as a higher education institution is committed in imparting quality education to empower the youth/students and strive to foster integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. Institution has all ICT facilities like LCD projectors, Computers, Smart boards, Laptops, Internet which is used in the teaching learning processes. CCTV cameras have been installed in all class rooms to effectively monitor the smooth functioning of classes. Teaching is made student centric and innovative teaching methodologies are used by the teachers in the dissemination of information. Exploration of talent through teaching learning process Class tests, projects, seminars, presentation by students are regular features of class room teaching by which advanced learners are identified. The participation of students in the classroom discussion also throws light on their learning abilities. Internal assessment tests are conducted through which student's performance is evaluated. The college has well qualified staff, good infrastructural facilities, well equipped laboratories, computer labs, library, e-library, and co-curricular/extracurricular facilities. The institution is committed to provide an ambience of creativity, innovation and good learning experiences. Co-curricular, extra-curricular and sports activities and competitions are organized regularly to nurture the talents of the students in addition to the academics. College has rooms with good ventilation, proper lighting and

sufficient furniture. There are 02 computer labs, Internet and e-library facility, science labs, a good spacious library having E-Lib Automation software. The library has subscribed to INFLIBNET from 2010 onwards.

Provide the weblink of the institution

<https://www.anjumancollege.in/wp-content/uploads/2023/08/Institutional-Distinctiveness-2019-20.pdf>

8.Future Plans of Actions for Next Academic Year

1. It has also been proposed to purchase new wooden desks for the classrooms.2. Introducing journalism and mass communication subject in B.A course.3.College has planned to have more eco awareness programmes in campus such as Go Green, Ewaste management, Clean City, Green computing etc 4. It is being proposed to provide more scope for students to attend Job fairs / Job Melas and to know the professional process involved in selection. 5. Construction of four additional class rooms for postgraduate programmes in commerce and Arts M.Com and MA has been proposed to the management.6. College has planned to organise two State/ National /International seminar/workshop in commerce/science/languages streams. 7. Subscribing more E-books and e-journals with research portals such as Emerald and Scopus for the reference of students and staff in e-library has been planned. 8. Emphasizing on taking up minor and major UGC sponsored projects by the members of the faculties for the next Academic year. 9. It has been planned to make the College campus Wi-Fi enabled. 10. 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. 11. To provide more scope for the faculties from various departments to attend and present research papers on various subjects