



YEARLY STATUS REPORT - 2021-2022

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	
• Affiliated / Constitution Colleges	Affiliatted
• 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)	https://www.anjumancollege.in/wp-content/uploads/2023/07/AQAR-2020-21-Final-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	
Institutional 1	Salary	State Government	2021-22	21882161	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? Blended Teaching and Learning due to COVID-19 using ICT tools and ERP platform ? Preparation for the implementation of New Education Policy 2020 ? Seminars , Workshops and Awareness programs were organized. ? Organized Corporate Training session for students . ? Blood Donation Camp was organized</p>		
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 2021-22	Annual academic calendar 2021-22 was prepared and implemented in the beginning of the Academic year. Academic Calendar includes list of activities relating to academic and quality enhancing programs for faculty, non teaching staff and students.	
Re- Constitution of IQAC Committee with necessary changes	IQAC Committee has been re-constituted accordingly	
Blended Teaching and Learning due	IQAC has taken special interest	

to COVID-19 using ICT tools and ERP platform	in upgrading the required software to suit to the requirements of online teaching and learning. IQAC has conducted several orientation programs for teachers and students separately
To adopt the new environment of digital teaching learning method, we have decided to introduce different measures.	In the long pandemic period Covid-19, students are habituated with online classes, ppt, Google classrooms, online examination etc. But now, in normal situation, we have continued the digital teaching -learning process. The college provide nine ICT enabled classrooms to upgrade the digital skill of the rural students.
To purchase Text books, reference books and Journals for the Library	We have purchased a total of 328 books of worth Rs.68802 /- for the Library in the year 2021-22
Graduation Day-2021 for UG and PG students.	Graduation Day-2021 for UG and PG students was conducted on 28th Oct 2021
One Day Workshop on Personality development and Communication	One Day Workshop on Personality development and Communication organized on 28th Nov 2021 Resource Person: Shri Jaikishan Bhat. Principal Western Institute of Technology Udupi
To Conduct Blood Donation Camp	Blood Donation Camp organized in the campus in association with District Health Centre UDUPI on 30th Dec 2021
To conduct Corporate Training session	Corporate training session organized on 06th Feb 2022 Mr Anup Achary Manager, Reliance Trends was the resource person for the program.
To conduct Awareness program on Self-employment opportunities	Awareness program on Self-employment opportunities was conducted on 18th July 2022, Mr

	Karunakar Jain from RUDESETI was the resource person for the program.
To organize the Seminar on Carrier Opportunities in the Global Market	Seminar on Carrier opportunities in the Global Market organized on 04th Aug 2022. Mr Mr Faizal from Citizen Gulf Watch Co. was the resource person for the program.
To organize an Industrial tour for students.	Industrial tour has been organized for B.A and B.Sc students to Mangalore on 07 June 2022 and B.Com students to Doddabeta Tea factory & Tea Museum on 1st July 2022
To organize Guest lectures	Guest lectures were organized for the students in the different topics like ? Awareness program on carrier oportunities in CPA on 02nd Nov 2021 ? Human resource management on 19th dec 2021 ? Awareness program on opportunities with IAS and IPS on 04th June 2022 for B.A & B.Sc studenta. ? Entrepreneurship on 05th June 2022 ? Indian Partnership act-1932 on 07h June 2022. ? Sale of Goods Act 1930 on 30th Aug 2022
To organize NSS Special camp 2021-22	NSS Special camp 2021-22 was orgnized at GHPS Koanar from 19th mar 2022 to 25th mar 2022.
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Management	17/07/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	16/01/2023

15. Multidisciplinary / interdisciplinary

Anjuman College provides a holistic multidisciplinary educational environment. The institution aims to attain the highest global standards in providing quality education. The following opportunities have already been in place for the last few years: On regular basis college organizes seminars, workshops and training sessions on academic writing, research and funding opportunities. Value added courses to enhance the skills of students are being run. Webinars, seminars and workshops are conducted by different departments and committees, which are of multidisciplinary nature.

Anjuman College has an enriching ecosystem that supports creativity and innovation, which integrates humanities and science. Anjuman College is one of the constituent college of Karnatak university Dharwad. Some of the faculty members have contributed significantly in the framing of Undergraduate Curriculum Framework (UGCF) Syllabus, which will be implemented from 2021-2022. Each course is so framed that at the end of respective exit of undergraduate education, students will have been equipped with certain skills for placements or for entrepreneurship. The framework includes papers on Discipline specific course (DSC), Discipline specific electives (DSE), Generic electives (GE), Skill enhancement courses (SEC) and Value additional courses (VAC) to learn new skills and maintain the rigor of learning. Some of the good practices implemented by the College to promote multidisciplinary / interdisciplinary approach in view of NEP 2020 are promotion of sustainable environment, social commitment and community outreach.

16. Academic bank of credits (ABC):

Academic Bank of Credits facilitates deposition of credits awarded by Registered Higher Education Institutions, for courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the University/UGC. Until 2021-22 under CBCS curriculum, there was no mechanism for credit transfer between the constituent colleges of University. However, under the new national Education Policy 2020, our college will take necessary initiatives under ABC guidelines of NEP as per norms and guidelines issued by the University/UGC. Anjuman College is a constituent college abides by

the University rules/norms. Some of the initiatives taken the college in this direction are given below: The academic curriculum is designed by the respective departments of different courses offered by the colleges of Karnatak University Dharwad and faculty members have been involved in the preparation of course content as a subject expert in the committee of courses constituted by the respective departments. Within the approved curricular framework of the Karnatak University faculty members use different curricular and pedagogical tools and approaches for teaching-learning activities. During pandemic the college conducted classes through Zoom/Google platform. Several training sessions to use online platform in an effective matter for teaching-learning and other co-curricular activities were conducted. Reading materials, assignments, question papers and other relevant study materials are also regularly uploaded on the Whatsapp groups of the respective classes of the college. Students are encouraged to search and read recent research published articles to prepare assignments.

17.Skill development:

Skill development helps build up strong foundation for learners. Anjuman College has taken many steps to help students in becoming more skilled and job ready as mentioned below:

The NSS Unit regularly organizes activities to promote community responsibility: cleanliness campaigns, health screenings, blood donation camps, skill-building seminars, literacy campaigns and social awareness programs, etc.

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

Anjuman College offers the undergraduate course in Kannada, English, Hindi, Urdu, and Arabic. The curriculum of all these programmes comprises courses that impart the history and knowledge traditions of India. All these programmes offer courses are integral to each other in foregrounding and shaping the relationship between language, culture and history of India. In addition to the curricular prospects, these departments conduct several co-curricular programmes that foster the dissemination of Indian history, culture, and knowledge traditions. To fulfill the learning needs and levels of these students, faculty members of the college engage in a bilingual mode of lecture delivery. Official communications, minutes of meeting, and important college publications are brought out in bilingual mode. The college website is also hosted in a bilingual mode.

Every year various events and competitions are organized by the departments where students are encouraged to participate so that they learn more about the Indian languages, History, Indian culture and their importance in Indian Education System.

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

The courses offered by Anjuman College are based on the curriculum designed by the University. Some of the faculty members of the college are also involved in designing this curriculum. In addition, the college has created an ecosystem for transformation of curriculum towards outcome based education. We empower students to become a good citizen, teachers, entrepreneurs, scientists, soldiers, and administrator with motivation. Some of the common outcomes outlined for the programs of study offered at Anjuman College are: Knowledge acquisition, analytical skills, application of knowledge and problem solving, etc. Our college organizes several academic events such as webinars/seminars/panel discussions and workshops to provide interactive platform for knowledge acquisition. We impart the attitude to keep learning, remain updated and readily adopt new developments in technologies and in their subject matter. Discussions held during regular classes about the text and references to handle real-time problems and challenges assist students in identifying more problem areas and also helps in analyzing and developing solutions using basic principles of their subjects.

20.Distance education/online education:

ODL (Open and Distance Learning) is a system of education wherein teachers and learners need not to be present either at same place or same time and is flexible in regard to modalities and timing of teaching and learning as also the admission criteria without compromising necessary quality considerations. It aims to offer opportunities for life long learning.

Extended Profile

1.Programme

1.1 05

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

File Description	Documents
Data Template	View File

2.Student2.1 **483**

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 **135**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **27**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **27**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	05
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	483
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	135
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	27
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	27
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	1483026
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	70
Total number of computers on campus for academic purposes	

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

The Anjuman Arts, Science and Commerce College, Bhatkal follows NEP, CBCS and Non CBCS syllabus prescribed by the Karnatak University, Dharwad for the academic year 2021-22. The academic council takes up this responsibility as well as plans curriculum enhancement programmes via a well-structured academic calendar to include various curricular and co-curricular activities like bridging the gap with industry expectations, skill development, and value addition. The principal and Heads of Departments (HOD) conduct the meetings to distribute workload, allots subjects, plan the activities of the department and to review the completed syllabus. The Time-Table Committee of the College operates at the departmental and faculty level. The progress of the syllabus coverage and course delivery is monitored by the faculty. To close curriculum gaps between industry and academics, plans are made for curriculum enrichment courses using the add-on and value-added courses. Effective course delivery is ensured using various instructional methods and pedagogical initiatives as per

university guidelines. 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.

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

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

An academic calendar of the Institute is prepared in accordance with the academic calendar of the university which includes internal test schedules, university examination schedule, departmental and Institutional level activities. Dates for admission, commencement of classes, workshops, seminars, practical exams, continuous internal evaluation, and university exams. Implementation of the internal assessment process is based on the Examination Committee, which is formed at the college level. The Examination Committee monitors the overall internal assessment process. University assigns 20 marks for internal assessment under CBCS and Non-CBCS scheme. However, the introduction of NEP gave more weightage to Continuous Internal Evaluation and 40 marks were allotted to it. Every NEP students are required to take two internal assessment tests (20 marks), home assignment (10 marks), and seminar (10 marks) for each semester. For CBCS students, two internal assessment tests (20 marks) are conducted before facing the university exam. However, Non-CBCS students have to undergo two internal tests (10 marks) and home assignment (10 marks) before facing semester exam. As per the instructions received from the university, First and second internal tests were conducted on 8th and 12th week from the commencement of each semester. A constant assessment is also conducted by the principal.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://www.anjumancollege.in/wp-content/uploads/2023/07/1.1.2.pdf

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

08

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)

01

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

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

20

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

20

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum as part of all the courses of Humanities, Commerce and Science. They are reflected in the syllabus directly or indirectly. In today's world, educating the students about socio-ethical values has greater significance. The papers of Kannada, English, Hindi, Arabic, and Urdu Literature taught to all classes deal directly with Human Values through the poems, short stories, novels and plays. Today, communication skills play a vital role. Fluency in English and regional languages enables the students to interact positively.

Establishing a clear policy and strategic framework for crosscutting issues becomes an important factor for institutional growth. Our university offers courses like Environmental Studies, Indian Constitution and Human Resource Management, Science and

Society, Personality Development, Financial Education, Artificial Intelligence, and Computer Applications for undergraduate students.

Various programmes such as seminars, workshops, and guest lectures from eminent personalities are being organized by the Institute to create awareness among the rural community with respect to ecological balance and its importance. The Institute regularly organizes birth anniversaries of great personalities, national and state festivals, etc. to boost moral and awareness among the staff and students.

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

01

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

19

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
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

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

1740

File Description	Documents
Any additional information	No File Uploaded
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

451

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 departments use monitoring and mentoring to keep track of slow learners' progress. The teachers are encouraged to mentor weak students and help them with explanations and notes. Faculty makes it a point to be patient and accessible to students personally. The department assesses the learning levels of the students and identified as per their responses in the classroom as well as the performance in the Unit test, internal examinations. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. Advanced learners and slow learners have

Following activities are done by teachers for students:

Slow learners: 1. Individual counselling. 2. Extra notes. 3. Internal examination process. 4. Encouragement in NSS, Sports, and academic activities. 5. Extra library books.

Advance learners: 1. Advance notes 2. Seminar sessions 3. Participative learning sessions i.e., Self-Discipline Day, Voters Day & Teachers Day 4. Experimental learning sessions i.e., Industrial Tour 5. Projects (for PG Students) 6. Assessments. In

order to enhance their confidence level, the department conducts different activities such as NSS, Cultural, and Sports to develop their overall personality.

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
483	27

File Description	Documents
Any additional information	View File

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.

The department Implements student-centric methods of enhancing the lifelong learning skills of students. Some of the student-centric methods that we follow are:

1. Project method: The Project work stimulates 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. The undergraduate students will be assigned Home Assignments (topics) and they have to submit it to respective faculty.

2. Interactive methods: The faculty members make learning, interactive with students by motivating them to participate in

seminar which is the mandatory part of Internal Assessments.

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 College has been emphasizing ICT enabled tools for effective Teaching-Learning process. All the teachers were already used to conducting lectures using ICT tools like projectors, desktops, Screen Cast, etc. During pandemic situation, all the teachers had to quickly adapt to Online Teaching and Learning. The computer science faculty conducted peer to peer training sessions to educate the methods of online teaching and learning. The teachers of the theoretical subjects are conducting classes with PowerPoint presentations. The soft copy their subject notes are sent to the respective class groups. The web-based classes for subjects like Income Tax, GST, Tally, Computer Science, etc., are used via internet in the classrooms to show the students various technicalities and knowledge pertaining to the portal and usage of the same. The teachers are encouraged to use E-library to update their knowledge in their teaching methodology. This has made the teaching-learning process more effective and available at any point of the time for all the students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.anjumancollege.in/en_US/ict-classrooms/

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

14

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

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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

02

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

27

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.

Transparency initiatives at institute level:

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in 4-unit test and 2-semester examinations, in an academic year. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar. According to the academic calendar, the examination committee is conducting two internal assessment tests. The marks of internal assessments with answer scripts are shown in the classrooms and discrepancies in evaluations are corrected by the respective teacher as per the student's findings. In the case of emergency if any student not attends the internal assessments, he/she will be given an opportunity by conducting re-examination as per the instruction of the examination committee.

Record of obtained marks is documented in consolidated marks sheet, marks obtained in seminars (for NEP students) as well as

green sheet that is compiled at the end of academic year and it is shown to students for their observation. The concerning subject teacher keeps the record of all internal assessments and the same will be handed over to the examination committee at the end of the semester.

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

A transparent, time-bound and efficient method is being followed in terms of dealing with internal examination related grievances. Various internal examinations are being performed throughout the semester.

Internal Assessments Test (I and II): The faculty evaluates the papers of tests and the answer sheets are shown to students in class. At the end of the semester the average marks of both the Internal Assessment tests is calculated and incorporated in green sheet.

Home Assignments (HA) and Seminars: In a semester, HA and seminar per subject is to be completed by each student within limited time-bound. Faculty evaluates the received scripts of HA and the same will be shown to the student before finalization of marks. The marks will be allotted to the students for the seminar by taking into consideration his/her presentation and subject coverage based on the assigned topic given by the respective faculty.

Lab experiments: The experiment performed in lab by the student is immediately evaluated by the faculty and the performance marks are assigned by the faculty. The laboratory marks given by the faculty are available to the students immediately, this providing a transparent way for students to reflect on their strengths and areas of improvements.

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 College adopts Outcome based education. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students. The complete detail is described to the first year students at the commencement of the course. At least two hours are spent by the teachers for introducing the subject to the students by giving syllabus prescribed by the University and objectives of the same.

Learning Outcomes of the Programs and Courses are observed and measured periodically. Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications. Use basic laboratory equipment correctly and effectively in order to conduct measurements, analyze and interpret the results, including a quantitative understanding of uncertainties. Communicate the results of the work effectively, making use of clear and well organized writing and presentation skills, and employ equations and visualization tools as needed.

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 institution has clearly stated the learning outcomes. It has framed a strong vision, mission and clear cut goals and objectives which are made known to all stakeholders including the students and staff. Learning has been made effective in the institution. Students feel comfortable and can develop more interest in learning. Students are inspired by the committed and sincere staff of the institution. The parents will also be informed regarding the learning outcomes which are defined and clearly stated by the institution. The academic programme is being organized in the

institution which facilitates the staff as well as students to come to know of the institution's learning outcomes.

Students are prepared not only to face the examinations but also face the challenges in life. The aim of the institution would be to groom the students to become good citizens. The institution aims to produce graduates of excellence, competence, good character and integrity.

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

Course outcomes 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.

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

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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)

<https://www.anjumancollege.in/wp-content/uploads/2023/07/SSS-Overall-Response-2021-22.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)

0

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)	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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

05

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

0

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

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

3

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

During the academic year 2021-22 a number of activities were carried out with the intention of exposing our students towards sensitising the social issues and practically finding solutions by addressing the issues in a holistic manner. Which leads to honing our students' holistic personality development. Therefore, an NSS Annual Special Camp was organised at Konar in association with Konar Gram Panchayat from 19-3-22 to 25-3-22.

Our NCC Cadets were also encouraged to welcome 'The BRO Motor-Cycle Expedition' team of the Indian Navy to distribute them refreshment and water bottles on 12-12-2021. This activity helped pay tribute to the personnel guarding our national territory.

In order to support the Swachh Bharat Mission, we urged our students to keep our surroundings clean and participate in Swachhta Pakhwada on the eve of Gandhi Jayanthi 02-10-2021.

On the eve of NCC Day that is 28 Nov-2021, our college students were encouraged to join the cadets and the staff in celebration by planting trees thereby joining the global green movement.

Blood Donation Camp was organised on 31-12-2021 where our college students were asked to voluntarily come forward to donate blood to save lives during emergencies.

File Description	Documents
Paste link for additional information	https://www.anjumancollege.in/wp-content/uploads/2023/07/EXTENTION-ACTIVITIES-IN-NEIGHBORHOOD-COMMUNITY-2021-22.pdf
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
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

20

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)	View File

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

1234

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)	View File

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)	View File
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	View File
Any additional information	View File
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. It's two storied building which provides well equipped campus for teaching-learning and eco-friendly environment. The campus has vast play-ground, gym, etc. 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.

- Principal Chamber with laptop & internet connection, telephone facility and CCTV control system.
- IQAC Cell having computers, LAN facility.
- Nine classrooms are equipped with LCD projectors and smart boards.
- Two Computer Labs and labs for other subjects are having computers with LAN connectivity with Internet/LAN connectivity and projectors.
- Separate Common room & wash rooms for boys, girl's.
- Clean and purified drinking water facility.
- Suggestion Box/Complaint Boxes.
- Inverter/UPS facility for office, class rooms and Labs.
- Generator for the entire campus.
- Library having reference books, encyclopaedia, newspapers journals and e-library facility.
- The e-library is automated with e-lib software.
- Function/Seminar Hall.
- Separate offices and cells for NSS, SWF, Anti-ragging, grievances, Red-cross and NCC.
- Physical Education Office and recreation room for boys.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.anjumancollege.in/en_US/infrastucture-laboratories/

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. Indoor games like table tennis, chess, carroms, etc., are conducted. Qualified Physical Director/Instructor has 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. The outdoor games such as cricket, football, kabaddi, etc are well practiced and played by our students.

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. Every year our college conducts various cultural events such as Singing, Debate, Painting, Essay writing etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.anjumancollege.in/en_US/io-sports/

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

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)

28.5

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)

In 2013, our institution's library underwent comprehensive automation using the ELIB Integrated Library Management System (ILMS) version 16.2. With a licensed software, we've successfully integrated almost 30,000 books into its database, facilitating efficient management and organization. ELIB's user-friendly interface and multi-option searching capability enhance accessibility and research for students and faculty. The system streamlines cataloging, circulation, and resource tracking, reducing manual efforts and errors. Valuable insights into usage patterns and book popularity support data-driven decisions for future acquisitions and resource management. ELIB has been instrumental in modernizing our library and providing a seamless and enriching experience for our academic community. Our commitment to advanced technologies and updates ensures continued support for our institution's information needs.

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-books Databases Remote access toe-resources **E. None of the above**

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

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)

1.0034

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

61

File Description	Documents
Any additional information	View File
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

The institution is committed to keeping its IT facilities, including Wi-Fi, up-to-date and reliable. It employs various software solutions such as Jubsoft for administrative tasks, Focus for financial operations, ELIB for library management, and UUCMS for examinations and admissions. These systems streamline

workflows, reducing manual efforts and enhancing efficiency. With approximately 30,000 book titles integrated into ELIB, users can access relevant documents effortlessly. The constant updates and upgrades to IT facilities support a technologically advanced environment, improving productivity and accessibility. These efforts reflect the institution's dedication to excellence in education and administration.

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

4.3.2 - Number of Computers

76

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

22.6

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.

Our college has spacious and adequate number of classrooms, fully equipped laboratories, library,, canteen, rest room, administrative block, staffrooms, and seminar hall. The local enquiry committee in its report appreciated the infrastructural facilities of the college. The same observation was made by the previous NAAC peer team. Governing council meets twice in a year to discuss about creation, maintenance and utilization of infrastructural facilities. There is internal and external funding for the creation and maintenance of infra- structure. The internal funding is done by the college. The external funding includes funds from the management, alumni and other donors. Our college has CC camera vigilance, internet facility, and e-administration. There is internal and external audit for proper utilization of funds. There are various committees to look after the maintenance of infrastructure. The green campus concept is implemented in the college . There is safe drinking water facility. The principal holds regular meetings with class representatives and all HOD's to discuss on infra structural facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.anjumancollege.in/en_US/maintenance-of-campus-infrastructure/

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

143

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

06

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

D. 1 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)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
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

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

18

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

File Description	Documents
Upload supporting data for the same	View File
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)	View File

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)

We in Anjuman Arts, Science and Commerce College, Bhatkal are committed to groom leadership qualities and organizational skills among students through several initiatives undertaken at the institutional level. Opportunities are provided for students to participate in co-curricular, extra-curricular activities and also in the organization and conduction of the events. College gives the importance to committee type of organisation. Accordingly the various committees were constituted for the smooth conduct of all the activities of the college. Ample opportunities are provided to the students to excel not only in academics but also cultural and

extra-curricular activities. Involving the students in the various committees helps to inculcate in them a spirit of social service and team work. The institutional plan is developed after taking care of suggestions from teachers, students and non-teaching staff and other stakeholders. Several committees are constituted at the beginning of the academic year by the Principal of the College for overall management and smooth running of the various activities of the college and in each committee consists of students from all classes who are selected with the help of student welfare officer.

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

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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

Anjuman Arts, Science, Commerce College, Bhatkal is established in 1968. The institution is located in rural area, it has a great contribution in the educational development of the rural students. Many alumni of this college are well known in their respective fields i.e. Politics, Education, Literature, Sports, Business,

Industry, and Social Work. The college provides an opportunity to the alumni to interact and share their experience with students every year by arranging a functions in a college.

Our Alumni Association organizes:

1. Guest lectures from various topics and provides guidance from the experts of various fields.
2. Some of our alumni are industrialists who share their knowledge and expertise with the students.
3. Alumni helps us to organize educational and industrial visits for the students.
4. Alumni provides the information about the job opportunities.

Financial Support:

Our Alumni supports the Institute in financially by donating generously for the infrastructural development of the college in terms of water-cooler, air cooler and inverter, and also donates the books for Competitive exam. They helps the students of meritorious and weaker sections by sponsoring scholarship. Our Alumni plays very supporting and constructive role in the overall development of the college.

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

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

File Description	Documents
Upload any additional information	View File

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

Our vision is to develop the College in to a premier institute of higher education and to develop human resource of high caliber that is acceptable both nationally and internationally with the counterparts, which will empower our students to cope up with the needs of the changing scenario. The mission of the college is to cater the educational needs of the students hailing in and around Bhatkal town to impart value based quality education.

We strive for academic and extracurricular excellence through quality, efficiency to develop professionalism in education. Management serve for the satisfaction of stakeholders in developing strong community relationship, patriotism and hence committed to contribute for the national development. Management further facilitates interaction with the stakeholders once in a year and also during their visit to college on specific occasions. Suggestions are listened to carefully and suitable action is initiated to realise those ideas. Objective of the management policy is to address the issues regarding the systematic implementation to provide quality education. The principal monitors the mechanism regarding administration and academic activities. He also ensures proper functioning of the policies, rules and action plans of the college.

File Description	Documents
Paste link for additional information	https://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 college governing body takes important decisions in the board meetings and the responsibilities are delegate to the Principal, of the college to work in order to fulfil the vision and mission of the College.

The Principal along with IQAC coordinators and staff members holds meeting at the beginning of the academic year. Various committees/cells are formed and responsibilities are assigned to the staff members.

The coordinators/members of the committee take entrusted in conduction various program related to academic, curricular and co-curricular activities.

Academic responsibilities are fairly divided among all the staff members. The list of the committee formed is displayed in the staff circular file and responsibilities are communicated to the faculty members through regular meetings with teaching and non teaching staff. During meeting different issues are discussed and decisions taken.

The H.O.D's of various department monitor the smooth functioning of their departments. Staff and students have free access to interact and express their views regarding matters concerning to teaching and 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 objection.

File Description	Documents
Paste link for additional information	https://www.anjumancollege.in/wp-content/uploads/2023/07/Committees-and-cells-2021-22.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college affiliated to Karnataka University Dharwad. Subjects and syllabus are prescribed by the university. The Board of studies invite senior faculty members for framing the syllabus for particular subjects. The curriculum prescribed by the university is being taught in the college as per the academic calendar. The institution has a perspective plan. The aspects considered for inclusions 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 making use of modern technology to impart updated knowledge to the students.
- Enhancement of student support system to improve the

students success rate.

- Teachers are to be more of facilitator and mentor than just a full time tutor.
- To establish research facilities and nurture and develop research culture among the students and staff.
- To emphasis on multi dimensional evaluation of student-learning and matches with their employers expectations.
- The college library is well equipped with good numbers of books, rare publications; journals, e-lib and UGC sponsored INFLIB NET.
- B.Sc. Students were taken to a factory for study tour.

The admission process has done with wide publicity in local 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	No File Uploaded

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 College is run by the Anjuman Hami-e-Muslimeen, Bhatkal affiliated to Karnataka University Dharwad which has its own governing body to take care of various educational institutions run by the management.

College administration is the whole responsibility of the Principal who is directly reporting to the department of higher education. The Principal is responsible for the implementation of plans of the college. Principal as the head of the institution supervises bursar and Nodal officer of RUSA. The Principal monitors all the classes of UG, PG and work of non-teaching staff. Under his administration at the beginning of the academic year various committees/cells are formed and duties are assigned according to the institutional plans for the smooth conduct of curricular, co-curricular and administrative activities. It is necessary that all aspects should be organised in order to attain the desired goals.

The organ gram is an administrative and cooperative effort of

Principal, teaching, non-teaching and students with the support of all stakeholders in pursuit of common objectives.

Appointment Procedures:

- Submission of staff requirements to the management by the Principal.
- Advertising the staff requirement in news papers.
- After short listing of applications, calling eligible candidates for interview and conducting 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	https://www.anjumancollege.in/wp-content/uploads/2023/07/Organogram-of-the-Institution.jpeg
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

* Anjuman Arts Science and Commerce College Bhatkal is an aided

institution managed by Anjuman Hami-e-Muslimeen Bhatkal.

* The welfare schemes issued by the collegiate education and higher education department to aided colleges are strictly followed by the institution for all the aided teaching and non-teaching staff.

* The management appointed staff are provided vacation salary, 15days casual leave, O.D to participate in National/International seminars and workshops.

* College has canteen facility in the campus.

* The college has its own co-operative society which sanctions loans to the members of the society up to Rs. 5, 00,000 and 50,000 emergency loans in the subsidised interest rate 5% per annum. This helps the staff at the time of need.

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

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

03

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)	View File

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)	View File

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

Heads of all the concerned different submit the performance appraisal reports of their colleagues to the Principal of the

college based on their subject knowledge, communication skills syllabus coverage and time management.

The Principal of the college assess the teaching staff and prepare the report on the basis of the appraisal report submitted by the HOD's, the feedback from the students, class room controlling ability, punctuality, participation in college activities and also the previous semester result.

For the non-teaching staff, the Principal and O.S. prepare the performance report on the basis of their punctuality, quality of work and cooperation with the other staff members and students.

The performance appraisal reports of all the staff members are placed in the College Board meeting for their approval.

The annual increment papers of the staff members are sent to the department of collegiate education for the final approval and sanction.

For the management appointed staff members the increment will be decided by the Principal and the College Board Members.

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 of the college accounts is conducted by joint director of collegiate education Dharwad. The AG office Bangalore sometimes deutes their account officers for the departmental audit.

The internal audit is conducted by the authorised chartered accountant appointed by the management, at the end of the financial year.

Financial and academic audits are conducted in the college accounts are properly maintained throughout the financial year with maximum transparency in auditing. The Principal reviews all the receipts, payments and income as well as expenditure statement personally and later checked and verified by the finance secretary of the management regularly before they are submitted to the professional internal auditor Mr. Uday Shetty and Company Chartered Accountant SIRSI, for final audit.

The audit team has reported that the institution has maintained proper books of account as required by the laws.

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

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)

2.05

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

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

The main services of revenues of the institution are tuition/development fees received from the students. The management provides need based financial support to the college as salary grants to management appointed staff, maintenance and 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 bills, stationary and other maintenance, development expenses such as lab equipments, furniture and repair works.

The budget is placed before the College Board during meeting for the approval.

The accounts department monitor the expenses and make sure not to exceed the budget provision.

Accounts are jointly maintained by the Principal and management except petty cash expenses.

All the other payments are made by the joint account check signed by both Principal and the general secretary of Anjuman Hami-e-Muslimeen, Bhatkal.

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

The college receives salary grants for approved staff from department of collegiate education Karnataka government.

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

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

- 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 Zoom App and 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 teaching aids for effective teaching learning process. All the class rooms of the college are equipped with ICT tools.
- Annual academic calendar was prepared during 2021-22 and as a part of implementation following activities are organised for staff and students.

* One day workshop on Personality Development and Communication.

*Awareness programme on self employment opportunity in CPA, Opportunities with IAS and IPS, Entrepreneurship, Indian Partnership Act and Sale of Goods Act etc.

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

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 was based on the course, the subject choice, the work load distribution, updation of time table, conducting two internal assessment tests, old question paper solving in the class room, engaging extra classes.

The methodology of teaching learning process is centric not only by chalk and board also by using ICT tools for the effective learning.

The Principal keeps a vigil on the quantum of syllabus covered in each subject and ensures the completion of prescribed syllabus within stipulated time period.

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

process.

- The IQAC consists of Principal, HOD's, Management members, local representative, Alumni and Students representatives.
- In Order to perceive learning outcomes, the IQAC reviews teaching learning process can suggest gradual and regular expansion, up graduation and addition of the requisite materials, requirements, infrastructure etc.

Under this meeting the proper implementation of academic curriculum and other activities are set at the beginning of the academic year.

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

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	Nil
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

The Institute is committed to providing equal opportunities to both genders in terms of admissions, employment, empowerment, leadership, training, sports, and cultural activities.

- **Safety and Security:** The institution installed CC TV cameras at key places on campus and also in all the class rooms for round-the-clock vigilance. Students wear identity cards at all times to ensure their identity. The institution has different cells, such as the Anti-Ragging and Sexual Harassment Cell and the Students Grievance Redressal Cell, which are on hand to provide quick relief to the students.
- **Counselling:** The institution identified that counselling can have a profound impact on students and help them navigate difficult life situations. To pursue this objective, the college adopted a mentoring system as the first step towards building confidence among the students. Each faculty member is assigned a specific number of students to cater to their psychological and emotional needs.
- **Common Room:** A Common Room with an attached washroom is the primary facility required for the girl students to meet their personal needs. As such, the institution has provided a spacious Common Room for the girl students with adequate seating facilities.

File Description	Documents
Annual gender sensitization action plan	https://www.anjumancollege.in/wp-content/uploads/2023/07/Annual-Gender-Sensitization-Action-Plan-for-the-year-2021-22.pdf
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 waste disposed of in the college for which there is a proper system functioning. The following waste is being disposed of by the college:

- **Solid Waste Management:** The College has a place on its campus where the solid waste materials are disposed of. Waste like plastic, metals, glass, cardboard, newspaper, and stationery is systematically collected, segregated, and sold to authorised vendors for recycling. Dustbins have been installed throughout campus for waste segregation and disposal.
- **Liquid Waste Management:** The waste water is carried out through the pipeline.
- **Biomedical Waste Management:** Biomedical waste is not generated in our science labs.
- **E-waste Management:** The College has optimised its inventory of all computers through reassembling, modification, and upgrading by the institution's own IT administrator. The e-waste generated from hardware that cannot be reused or recycled is being disposed of.

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**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 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	View File
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.

E. None of the above

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

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.Ms., Anjuman Arts, Science, and Commerce College, being the first Institution of Higher Learning in Bhatkal Taluka, established in the year 1968 as a minority institution, has a distinctive approach to catering to the educational requirements and aspirations of the people in and around Bhatkal irrespective

of caste, community, and religion. The college regularly organises 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 organising multilingual seminars in all languages. The College always encourages the students to organise and participate in different programmes organised by the college, inter-college, university, and other Government or nongovernment organisations to make them sensitised 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, socioeconomic, and other diversities. NSS units organise programmes with regard to the role of youth in national unity, tolerance, community harmony, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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 sensitises the students and the employees to the constitutional obligations about values, rights, duties, and responsibilities and constantly works to nurture them as better citizens of the country through various curricular and extracurricular activities.

Constitution Day is celebrated on November 26 every year. The programme initiates with a preamble reading of the constitution, followed by lectures on the sensitization of students to their responsibility towards the constitutional values, rights, duties, and responsibilities of citizens.

Voter's Day is also organised annually to create awareness among our students about the importance of voting rights and democratic principles. The objective of the programme was to inculcate constitutional obligations among students, create awareness about

Universal Franchise, and sensitise the students about the importance of voting.

Keeping in view the social needs and responsibilities, students from all faculties are enrolled in NSS, NCC, and Scouts and Guides for various social activities in terms of Annual Camps and Special camps. Volunteers do social services and awareness programmes like Vanamahotsava, Shramadhana, the Anti-Drug Rally, the Anti-Plastic Rally, the Flood Relief Fund collection, the Blood Donation Camp, etc.

The college encourages extension activities to promote social justice, social responsibilities, and good citizenship amongst its students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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

B. Any 3 of the above

4. Annual awareness programmes on Code of Conduct are organized

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

Institutions celebrate and organise national and international commemorative days, events, and festivals. The Faculty, staff, and Students come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, patriotism, and Happiness.

Independence Day is celebrated every year on the 15th of August. Parades and flag hoisting are organised to mark the freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

The institution celebrates Republic Day on January 26 every year, commemorating the adoption of the Indian Constitution.

Every year, Vana-Mahotsava is organised in the month of July or August, and our students participate with enthusiasm in the plantation drive.

Gandhi Jayanti is celebrated every year on October 2nd. Our NCC and NSS volunteers organise Campus cleaning activities.

On September 5, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour.

Eka Diwas, or National Unity Day, is celebrated on August 20 every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga Day is celebrated on June 21 every year.

Voters Day is celebrated on January 25, wherein the students are

given awareness on their duties and rights as loyal citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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 Practise 1

I Title of the Practise

To Avail Financial aid or assistance to our economically weaker students.

To help the students continue their higher education: There are high chances that some of the students will discontinue their studies because of financial problems. When students bring this problem to our attention, we make a list of those who are eligible for financial help. We started this practise in 2009-10 onward. We are very happy to state that during these 11-12 years, we have been successful in procuring financial help for a number of students.

Best Practise 2

(i) Title of the practise: "Mentoring System"

The institution introduced a mentoring system in order to fulfil the student's requirements, shape their careers successfully, and make them grow psychologically and spiritually. The mentor regularly takes information from the various departments about students attendance and other Information from the discipline committee, NSS and NCC offices, sports department, and Student Welfare Office. The above information will be interpreted in terms of the students' performance in terms of attendance, marks, behaviour, involvement in seminars, and participation in sports

and cultural activities.

File Description	Documents
Best practices in the Institutional web site	View File
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

The vision of the institute focuses on the development of the college into a premier Institution of Higher Education. Being the first Institution of Higher Learning and only aided college in Bhatkal taluka recognised under 2f and 12b UGC Act 1956, the college 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, or religion. The institution offers UG and PG Courses in B.A., B.Sc., and B.Com. and has started M.A. in Kannada from 2007-08 and M.Com. from 2010-11. The college, as a higher education institution, is committed to imparting quality education to empower the youth and students and strives to foster the integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched, and spiritually oriented. The institution has all ICT facilities like Computers, Smart boards, Laptops, and the Internet, which are used in the teaching and learning processes. CCTV cameras have been installed in all class rooms to effectively monitor the smooth functioning of classes.

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

The Anjuman Arts, Science and Commerce College, Bhatkal follows NEP, CBCS and Non CBCS syllabus prescribed by the Karnatak University, Dharwad for the academic year 2021-22. The academic council takes up this responsibility as well as plans curriculum enhancement programmes via a well-structured academic calendar to include various curricular and co-curricular activities like bridging the gap with industry expectations, skill development, and value addition. The principal and Heads of Departments (HOD) conduct the meetings to distribute workload, allots subjects, plan the activities of the department and to review the completed syllabus. The Time-Table Committee of the College operates at the departmental and faculty level. The progress of the syllabus coverage and course delivery is monitored by the faculty. To close curriculum gaps between industry and academics, plans are made for curriculum enrichment courses using the add-on and value-added courses. Effective course delivery is ensured using various instructional methods and pedagogical initiatives as per university guidelines. 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.

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

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

An academic calendar of the Institute is prepared in accordance with the academic calendar of the university which includes internal test schedules, university examination schedule, departmental and Institutional level activities. Dates for

admission, commencement of classes, workshops, seminars, practical exams, continuous internal evaluation, and university exams. Implementation of the internal assessment process is based on the Examination Committee, which is formed at the college level. The Examination Committee monitors the overall internal assessment process. University assigns 20 marks for internal assessment under CBCS and Non-CBCS scheme. However, the introduction of NEP gave more weightage to Continuous Internal Evaluation and 40 marks were allotted to it. Every NEP students are required to take two internal assessment tests (20 marks), home assignment (10 marks), and seminar (10 marks) for each semester. For CBCS students, two internal assessment tests (20 marks) are conducted before facing the university exam. However, Non-CBCS students have to undergo two internal tests (10 marks) and home assignment (10 marks) before facing semester exam. As per the instructions received from the university, First and second internal tests were conducted on 8th and 12th week from the commencement of each semester. A constant assessment is also conducted by the principal.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://www.anjumancollege.in/wp-content/uploads/2023/07/1.1.2.pdf

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

08

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)

01

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

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

20

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

20

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum as part of all the courses of Humanities, Commerce and Science. They are reflected in the syllabus directly or indirectly. In today's world, educating the students about socio-ethical values has greater significance. The papers of Kannada, English, Hindi, Arabic, and Urdu Literature taught to all classes deal directly with Human Values through the poems, short stories, novels and plays. Today, communication skills play a vital role. Fluency in English and regional languages enables the students to interact positively.

Establishing a clear policy and strategic framework for crosscutting issues becomes an important factor for institutional growth. Our university offers courses like Environmental Studies, Indian Constitution and Human Resource Management, Science and Society, Personality Development, Financial Education, Artificial Intelligence, and Computer Applications for undergraduate students.

Various programmes such as seminars, workshops, and guest lectures from eminent personalities are being organized by the Institute to create awareness among the rural community with respect to ecological balance and its importance. The Institute regularly organizes birth anniversaries of great personalities, national and state festivals, etc. to boost moral and awareness among the staff and students.

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

01

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

19

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	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	View File
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	
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	
1740	
File Description	Documents
Any additional information	No File Uploaded
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

451

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 departments use monitoring and mentoring to keep track of slow learners' progress. The teachers are encouraged to mentor weak students and help them with explanations and notes. Faculty makes it a point to be patient and accessible to students personally. The department assesses the learning levels of the students and identified as per their responses in the classroom as well as the performance in the Unit test, internal examinations. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. Advanced learners and slow learners have

Following activities are done by teachers for students:

Slow learners: 1. Individual counselling. 2. Extra notes. 3. Internal examination process. 4. Encouragement in NSS, Sports, and academic activities. 5. Extra library books.

Advance learners: 1. Advance notes 2. Seminar sessions 3. Participative learning sessions i.e., Self-Discipline Day, Voters Day & Teachers Day 4. Experimental learning sessions i.e., Industrial Tour 5. Projects (for PG Students) 6. Assessments. In order to enhance their confidence level, the department conducts different activities such as NSS, Cultural, and Sports to develop their overall personality.

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
483	27

File Description	Documents
Any additional information	View File

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.

The department Implements student-centric methods of enhancing the lifelong learning skills of students. Some of the student-centric methods that we follow are:

1. Project method: The Project work stimulates 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. The undergraduate students will be assigned Home Assignments (topics) and they have to submit it to respective faculty.

2. Interactive methods: The faculty members make learning, interactive with students by motivating them to participate in seminar which is the mandatory part of Internal Assessments.

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 College has been emphasizing ICT enabled tools for effective Teaching-Learning process. All the teachers were already used to conducting lectures using ICT tools like projectors, desktops, Screen Cast, etc. During pandemic situation, all the teachers had to quickly adapt to Online Teaching and Learning. The computer science faculty conducted peer to peer training sessions to educate the methods of online teaching and learning. The teachers of the theoretical subjects are conducting classes with PowerPoint presentations. The soft copy their subject notes are sent to the respective class groups. The web-based classes for subjects like Income Tax, GST, Tally, Computer Science, etc., are used via internet in the classrooms to show the students various technicalities and knowledge pertaining to the portal and usage of the same. The teachers are encouraged to use E-library to update their knowledge in their teaching methodology. This has made the teaching-learning process more effective and available at any point of the time for all the students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.anjumancollege.in/en_US/ict-classrooms/

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**14**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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****27**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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****02**

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

27

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.

Transparency initiatives at institute level:

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in 4-unit test and 2-semester examinations, in an academic year. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar. According to the academic calendar, the examination committee is conducting two internal assessment tests. The marks of internal assessments with answer scripts are shown in the classrooms and discrepancies in evaluations are corrected by the respective teacher as per the student's findings. In the case of emergency if any student not attends the internal assessments, he/she will be given an opportunity by conducting re-examination as per the instruction of the examination committee.

Record of obtained marks is documented in consolidated marks sheet, marks obtained in seminars (for NEP students) as well as green sheet that is compiled at the end of academic year and it is shown to students for their observation. The concerning subject teacher keeps the record of all internal assessments and the same will be handed over to the examination committee at the end of the semester.

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

A transparent, time-bound and efficient method is being followed in terms of dealing with internal examination related grievances. Various internal examinations are being performed throughout the semester.

Internal Assessments Test (I and II): The faculty evaluates the papers of tests and the answer sheets are shown to students in class. At the end of the semester the average marks of both the Internal Assessment tests is calculated and incorporated in green sheet.

Home Assignments (HA) and Seminars: In a semester, HA and seminar per subject is to be completed by each student within limited time-bound. Faculty evaluates the received scripts of HA and the same will be shown to the student before finalization of marks. The marks will be allotted to the students for the seminar by taking into consideration his/her presentation and subject coverage based on the assigned topic given by the respective faculty.

Lab experiments: The experiment performed in lab by the student is immediately evaluated by the faculty and the performance marks are assigned by the faculty. The laboratory marks given by the faculty are available to the students immediately, this providing a transparent way for students to reflect on their strengths and areas of improvements.

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 College adopts Outcome based education. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students. The complete detail is described to the first year students at the commencement of the course. At least two hours are spent by the teachers for introducing the subject to the students by giving syllabus prescribed by the University and objectives of the same.

Learning Outcomes of the Programs and Courses are observed and measured periodically. Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications. Use basic laboratory equipment correctly and effectively in order to conduct measurements, analyze and interpret the results, including a quantitative understanding of uncertainties. Communicate the results of the work effectively, making use of clear and well organized writing and presentation skills, and employ equations and visualization tools as needed.

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 institution has clearly stated the learning outcomes. It has framed a strong vision, mission and clear cut goals and objectives which are made known to all stakeholders including the students and staff. Learning has been made effective in the institution. Students feel comfortable and can develop more interest in learning. Students are inspired by the committed and sincere staff of the institution. The parents will also be informed regarding the learning outcomes which are defined and clearly stated by the institution. The academic programme is being organized in the institution which facilitates the staff as well as students to come to know of the institution's

learning outcomes.

Students are prepared not only to face the examinations but also face the challenges in life. The aim of the institution would be to groom the students to become good citizens. The institution aims to produce graduates of excellence, competence, good character and integrity.

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

Course outcomes 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.

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

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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)

<https://www.anjumancollege.in/wp-content/uploads/2023/07/SSS->

[Overall-Response-2021-22.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)

0

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)	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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

05

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**

0

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

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**

3

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

During the academic year 2021-22 a number of activities were carried out with the intention of exposing our students towards sensitising the social issues and practically finding solutions by addressing the issues in a holistic manner. Which leads to honing our students' holistic personality development.

Therefore, an NSS Annual Special Camp was organised at Konar in association with Konar Gram Panchayat from 19-3-22 to 25-3-22.

Our NCC Cadets were also encouraged to welcome 'The BRO Motor-Cycle Expedition' team of the Indian Navy to distribute them refreshment and water bottles on 12-12-2021. This activity helped pay tribute to the personnel guarding our national territory.

In order to support the Swachh Bharat Mission, we urged our students to keep our surroundings clean and participate in Swachhta Pakhwada on the eve of Gandhi Jayanthi 02-10-2021.

On the eve of NCC Day that is 28 Nov-2021, our college students were encouraged to join the cadets and the staff in celebration by planting trees thereby joining the global green movement.

Blood Donation Camp was organised on 31-12-2021 where our college students were asked to voluntarily come forward to donate blood to save lives during emergencies.

File Description	Documents
Paste link for additional information	https://www.anjumancollege.in/wp-content/uploads/2023/07/EXTENTION-ACTIVITIES-IN-NEIGHBORHOOD-COMMUNITY-2021-22.pdf
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
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

20

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)	View File

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

1234

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)	View File

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)	View File
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	View File
Any additional information	View File
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. It's two storied building which provides well equipped campus for teaching-learning and eco-friendly environment. The campus has vast play-ground, gym, etc. 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.

- Principal Chamber with laptop & internet connection, telephone facility and CCTV control system.
- IQAC Cell having computers, LAN facility.
- Nine classrooms are equipped with LCD projectors and smart boards.
- Two Computer Labs and labs for other subjects are having computers with LAN connectivity with Internet/LAN connectivity and projectors.
- Separate Common room & wash rooms for boys, girl's.
- Clean and purified drinking water facility.
- Suggestion Box/Complaint Boxes.
- Inverter/UPS facility for office, class rooms and Labs.
- Generator for the entire campus.
- Library having reference books, encyclopaedia, newspapers journals and e-library facility.
- The e-library is automated with e-lib software.
- Function/Seminar Hall.
- Separate offices and cells for NSS, SWF, Anti-ragging, grievances, Red-cross and NCC.
- Physical Education Office and recreation room for boys.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.anjumancollege.in/en_US/infrastructure-laboratories/

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. Indoor games like table tennis, chess, carroms, etc., are conducted. Qualified Physical Director/Instructor has 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. The outdoor games such as cricket, football, kabaddi, etc are well practiced and played by our students.

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. Every year our college conducts various cultural events such as Singing, Debate, Painting, Essay writing etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.anjumancollege.in/en_US/io-sports/

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

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)

28.5

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)**

In 2013, our institution's library underwent comprehensive automation using the ELIB Integrated Library Management System (ILMS) version 16.2. With a licensed software, we've successfully integrated almost 30,000 books into its database, facilitating efficient management and organization. ELIB's user-friendly interface and multi-option searching capability enhance accessibility and research for students and faculty. The system streamlines cataloging, circulation, and resource tracking, reducing manual efforts and errors. Valuable insights into usage patterns and book popularity support data-driven decisions for future acquisitions and resource management. ELIB has been instrumental in modernizing our library and providing a seamless and enriching experience for our academic community. Our commitment to advanced technologies and updates ensures continued support for our institution's information needs.

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-books Databases Remote access toe-resources

E. None of the above

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

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)

1.0034

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

61

File Description	Documents
Any additional information	View File
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

The institution is committed to keeping its IT facilities, including Wi-Fi, up-to-date and reliable. It employs various software solutions such as Jubsoft for administrative tasks, Focus for financial operations, ELIB for library management, and UUCMS for examinations and admissions. These systems

streamline workflows, reducing manual efforts and enhancing efficiency. With approximately 30,000 book titles integrated into ELIB, users can access relevant documents effortlessly. The constant updates and upgrades to IT facilities support a technologically advanced environment, improving productivity and accessibility. These efforts reflect the institution's dedication to excellence in education and administration.

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

4.3.2 - Number of Computers

76

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

22.6

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.

Our college has spacious and adequate number of classrooms, fully equipped laboratories, library,, canteen, rest room, administrative block, staffrooms, and seminar hall. The local enquiry committee in its report appreciated the infrastructural facilities of the college. The same observation was made by the previous NAAC peer team. Governing council meets twice in a year to discuss about creation, maintenance and utilization of infrastructural facilities. There is internal and external funding for the creation and maintenance of infra- structure. The internal funding is done by the college. The external funding includes funds from the management, alumni and other donors. Our college has CC camera vigilance, internet facility, and e-administration. There is internal and external audit for proper utilization of funds. There are various committees to look after the maintenance of infrastructure. The green campus concept is implemented in the college . There is safe drinking water facility. The principal holds regular meetings with class representatives and all HOD's to discuss on infra structural facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.anjumancollege.in/en_US/maintenance-of-campus-infrastructure/

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**

143

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**

06

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

D. 1 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)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
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

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

18

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

File Description	Documents
Upload supporting data for the same	View File
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)	View File

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)

We in Anjuman Arts, Science and Commerce College, Bhatkal are committed to groom leadership qualities and organizational skills among students through several initiatives undertaken at the institutional level. Opportunities are provided for students to participate in co-curricular, extra-curricular activities and also in the organization and conduction of the events. College gives the importance to committee type of organisation. Accordingly the various committees were constituted for the smooth conduct of all the activities of the college. Ample opportunities are provided to the students to

excel not only in academics but also cultural and extra-curricular activities. Involving the students in the various committees helps to inculcate in them a spirit of social service and team work. The institutional plan is developed after taking care of suggestions from teachers, students and non-teaching staff and other stakeholders. Several committees are constituted at the beginning of the academic year by the Principal of the College for overall management and smooth running of the various activities of the college and in each committee consists of students from all classes who are selected with the help of student welfare officer.

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

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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

Anjuman Arts, Science, Commerce College, Bhatkal is established in 1968. The institution is located in rural area, it has a great contribution in the educational development of the rural

students. Many alumni of this college are well known in their respective fields i.e. Politics, Education, Literature, Sports, Business, Industry, and Social Work. The college provides an opportunity to the alumni to interact and share their experience with students every year by arranging a functions in a college.

Our Alumni Association organizes:

1. Guest lectures from various topics and provides guidance from the experts of various fields.
2. Some of our alumni are industrialists who share their knowledge and expertise with the students.
3. Alumni helps us to organize educational and industrial visits for the students.
4. Alumni provides the information about the job opportunities.

Financial Support:

Our Alumni supports the Institute in financially by donating generously for the infrastructural development of the college in terms of water-cooler, air cooler and inverter, and also donates the books for Competitive exam. They helps the students of meritorious and weaker sections by sponsoring scholarship. Our Alumni plays very supporting and constructive role in the overall development of the college.

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	View File

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

Our vision is to develop the College in to a premier institute of higher education and to develop human resource of high caliber that is acceptable both nationally and internationally with the counterparts, which will empower our students to cope up with the needs of the changing scenario. The mission of the college is to cater the educational needs of the students hailing in and around Bhatkal town to impart value based quality education.

We strive for academic and extracurricular excellence through quality, efficiency to develop professionalism in education. Management serve for the satisfaction of stakeholders in developing strong community relationship, patriotism and hence committed to contribute for the national development. Management further facilitates interaction with the stakeholders once in a year and also during their visit to college on specific occasions. Suggestions are listened to carefully and suitable action is initiated to realise those ideas. Objective of the management policy is to address the issues regarding the systematic implementation to provide quality education. The principal monitors the mechanism regarding administration and academic activities. He also ensures proper functioning of the policies, rules and action plans of the college.

File Description	Documents
Paste link for additional information	https://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 college governing body takes important decisions in the board meetings and the responsibilities are delegate to the Principal, of the college to work in order to fulfil the vision and mission of the College.

The Principal along with IQAC coordinators and staff members holds meeting at the beginning of the academic year. Various committees/cells are formed and responsibilities are assigned to the staff members.

The coordinators/members of the committee take entrusted in conduction various program related to academic, curricular and co-curricular activities.

Academic responsibilities are fairly divided among all the staff members. The list of the committee formed is displayed in the staff circular file and responsibilities are communicated to the faculty members through regular meetings with teaching and non teaching staff. During meeting different issues are discussed and decisions taken.

The H.O.D's of various department monitor the smooth functioning of their departments. Staff and students have free access to interact and express their views regarding matters concerning to teaching and 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 objection.

File Description	Documents
Paste link for additional information	https://www.anjumancollege.in/wp-content/uploads/2023/07/Committees-and-cells-2021-22.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college affiliated to Karnataka University Dharwad. Subjects and syllabus are prescribed by the university. The Board of studies invite senior faculty members for framing the syllabus for particular subjects. The curriculum prescribed by the university is being taught in the college as per the academic calendar. The institution has a perspective plan. The aspects considered for inclusions 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 making use of modern technology to impart updated knowledge to the students.
- Enhancement of student support system to improve the students success rate.
- Teachers are to be more of facilitator and mentor than just a full time tutor.
- To establish research facilities and nurture and develop research culture among the students and staff.
- To emphasis on multi dimensional evaluation of student-learning and matches with their employers expectations.
- The college library is well equipped with good numbers of books, rare publications; journals, e-lib and UGC sponsored INFLIB NET.
- B.Sc. Students were taken to a factory for study tour.

The admission process has done with wide publicity in local 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	No File Uploaded

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 College is run by the Anjuman Hami-e-Muslimeen, Bhatkal affiliated to Karnataka University Dharwad which has its own governing body to take care of various educational institutions run by the management.

College administration is the whole responsibility of the Principal who is directly reporting to the department of higher education. The Principal is responsible for the implementation of plans of the college. Principal as the head of the institution supervises bursar and Nodal officer of RUSA. The Principal monitors all the classes of UG, PG and work of non-teaching staff. Under his administration at the beginning of the academic year various committees/cells are formed and duties are assigned according to the institutional plans for

the smooth conduct of curricular, co-curricular and administrative activities. It is necessary that all aspects should be organised in order to attain the desired goals.

The organ gram is an administrative and cooperative effort of Principal, teaching, non-teaching and students with the support of all stakeholders in pursuit of common objectives.

Appointment Procedures:

- Submission of staff requirements to the management by the Principal.
- Advertising the staff requirement is news papers.
- After short listing of applications, calling eligible candidates for interview and conducting 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	https://www.anjumancollege.in/wp-content/uploads/2023/07/Organogram-of-the-Institution.jpeg
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

* Anjuman Arts Science and Commerce College Bhatkal is an aided institution managed by Anjuman Hami-e-Muslimeen Bhatkal.

* The welfare schemes issued by the collegiate education and higher education department to aided colleges are strictly followed by the institution for all the aided teaching and non-teaching staff.

* The management appointed staff are provided vacation salary, 15days casual leave, O.D to participate in National/International seminars and workshops.

* College has canteen facility in the campus.

* The college has its own co-operative society which sanctions loans to the members of the society up to Rs. 5, 00,000 and 50,000 emergency loans in the subsidised interest rate 5% per annum. This helps the staff at the time of need.

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

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

03

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)	View File

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)	View File

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

Heads of all the concerned different submit the performance appraisal reports of their colleagues to the Principal of the college based on their subject knowledge, communication skills syllabus coverage and time management.

The Principal of the college assess the teaching staff and prepare the report on the basis of the appraisal report submitted by the HOD's, the feedback from the students, class room controlling ability, punctuality, participation in college activities and also the previous semester result.

For the non-teaching staff, the Principal and O.S. prepare the performance report on the basis of their punctuality, quality of work and cooperation with the other staff members and students.

The performance appraisal reports of all the staff members are placed in the College Board meeting for their approval.

The annual increment papers of the staff members are sent to the department of collegiate education for the final approval and sanction.

For the management appointed staff members the increment will be decided by the Principal and the College Board Members.

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 of the college accounts is conducted by joint director of collegiate education Dharwad. The AG office Bangalore sometimes deputed their account officers for the departmental audit.

The internal audit is conducted by the authorised chartered accountant appointed by the management, at the end of the financial year.

Financial and academic audits are conducted in the college accounts are properly maintained throughout the financial year with maximum transparency in auditing. The Principal reviews all the receipts, payments and income as well as expenditure statement personally and later checked and verified by the finance secretary of the management regularly before they are submitted to the professional internal auditor Mr. Uday Shetty and Company Chartered Accountant SIRSI, for final audit.

The audit team has reported that the institution has maintained proper books of account as required by the laws.

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

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)**2.05**

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

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

The main services of revenues of the institution are tuition/development fees received from the students. The management provides need based financial support to the college as salary grants to management appointed staff, maintenance and 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 bills, stationary and other maintenance, development expenses such as lab equipments, furniture and repair works.

The budget is placed before the College Board during meeting for the approval.

The accounts department monitor the expenses and make sure not to exceed the budget provision.

Accounts are jointly maintained by the Principal and management except petty cash expenses.

All the other payments are made by the joint account check signed by both Principal and the general secretary of Anjuman Hami-e-Muslimeen, Bhatkal.

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

The college receives salary grants for approved staff from department of collegiate education Karnataka government.

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

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

- 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 Zoom App and 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 teaching aids for effective teaching learning process. All the class rooms of the college are equipped with ICT tools.
- Annual academic calendar was prepared during 2021-22 and as a part of implementation following activities are organised for staff and students.

* One day workshop on Personality Development and Communication.

*Awareness programme on self employment opportunity in CPA, Opportunities with IAS and IPS, Entrepreneurship, Indian Partnership Act and Sale of Goods Act etc.

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

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 was based on the course, the subject choice, the work load distribution, updation of time table, conducting two internal assessment tests, old question paper solving in the class room, engaging extra classes.

The methodology of teaching learning process is centric not only by chalk and board also by using ICT tools for the effective learning.

The Principal keeps a vigil on the quantum of syllabus covered in each subject and ensures the completion of prescribed syllabus within stipulated time period.

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

- The IQAC consists of Principal, HOD's, Management members, local representative, Alumni and Students representatives.
- In Order to perceive learning outcomes, the IQAC reviews teaching learning process can suggest gradual and regular expansion, up graduation and addition of the requisite materials, requirements, infrastructure etc.

Under this meeting the proper implementation of academic curriculum and other activities are set at the beginning of the academic year.

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

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	Nil
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

The Institute is committed to providing equal opportunities to both genders in terms of admissions, employment, empowerment, leadership, training, sports, and cultural activities.

- Safety and Security:** The institution installed CC TV cameras at key places on campus and also in all the class rooms for round-the-clock vigilance. Students wear identity cards at all times to ensure their identity. The institution has different cells, such as the Anti-Ragging

and Sexual Harassment Cell and the Students Grievance Redressal Cell, which are on hand to provide quick relief to the students.

- **Counselling:**The institution identified that counselling can have a profound impact on students and help them navigate difficult life situations. To pursue this objective, the college adopted a mentoring system as the first step towards building confidence among the students. Each faculty member is assigned a specific number of students to cater to their psychological and emotional needs.
- **Common Room:**A Common Room with an attached washroom is the primary facility required for the girl students to meet their personal needs. As such, the institution has provided a spacious Common Room for the girl students with adequate seating facilities.

File Description	Documents
Annual gender sensitization action plan	https://www.anjumancollege.in/wp-content/uploads/2023/07/Annual-Gender-Sensitization-Action-Plan-for-the-year-2021-22.pdf
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 waste disposed of in the college for which there is a proper system functioning. The following waste is being disposed of by the college:

- **Solid Waste Management:** The College has a place on its campus where the solid waste materials are disposed of. Waste like plastic, metals, glass, cardboard, newspaper, and stationery is systematically collected, segregated, and sold to authorised vendors for recycling. Dustbins have been installed throughout campus for waste segregation and disposal.
- **Liquid Waste Management:** The waste water is carried out through the pipeline.
- **Biomedical Waste Management:** Biomedical waste is not generated in our science labs.
- **E-waste Management:** The College has optimised its inventory of all computers through reassembling, modification, and upgrading by the institution's own IT administrator. The e-waste generated from hardware that cannot be reused or recycled is being disposed of.

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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

B. Any 3 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	View File
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
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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.Ms., Anjuman Arts, Science, and Commerce College, being the first Institution of Higher Learning in Bhatkal Taluka, established in the year 1968 as a minority institution, has a distinctive approach to catering to the educational requirements and aspirations of the people in and around Bhatkal irrespective of caste, community, and religion. The college regularly organises 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 organising multilingual seminars in all languages. The College always encourages the students to organise and

participate in different programmes organised by the college, inter-college, university, and other Government or nongovernment organisations to make them sensitised 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, socioeconomic, and other diversities. NSS units organise programmes with regard to the role of youth in national unity, tolerance, community harmony, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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 sensitises the students and the employees to the constitutional obligations about values, rights, duties, and responsibilities and constantly works to nurture them as better citizens of the country through various curricular and extracurricular activities.

Constitution Day is celebrated on November 26 every year. The programme initiates with a preamble reading of the constitution, followed by lectures on the sensitization of students to their responsibility towards the constitutional values, rights, duties, and responsibilities of citizens.

Voter's Day is also organised annually to create awareness among our students about the importance of voting rights and democratic principles. The objective of the programme was to inculcate constitutional obligations among students, create awareness about Universal Franchise, and sensitise the students about the importance of voting.

Keeping in view the social needs and responsibilities, students from all faculties are enrolled in NSS, NCC, and Scouts and Guides for various social activities in terms of Annual Camps and Special camps. Volunteers do social services and awareness programmes like Vanamahotsava, Shramadhana, the Anti-Drug Rally, the Anti-Plastic Rally, the Flood Relief Fund

collection, the Blood Donation Camp, etc.

The college encourages extension activities to promote social justice, social responsibilities, and good citizenship amongst its students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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

B. Any 3 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

Institutions celebrate and organise national and international commemorative days, events, and festivals. The Faculty, staff, and Students come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace,

patriotism, and Happiness.

Independence Day is celebrated every year on the 15th of August. Parades and flag hoisting are organised to mark the freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

The institution celebrates Republic Day on January 26 every year, commemorating the adoption of the Indian Constitution.

Every year, Vana-Mahotsava is organised in the month of July or August, and our students participate with enthusiasm in the plantation drive.

Gandhi Jayanti is celebrated every year on October 2nd. Our NCC and NSS volunteers organise Campus cleaning activities.

On September 5, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour.

Eka Diwas, or National Unity Day, is celebrated on August 20 every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel.

International Yoga Day is celebrated on June 21 every year.

Voters Day is celebrated on January 25, wherein the students are given awareness on their duties and rights as loyal citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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 Practise 1

I Title of the Practise

To Avail Financial aid or assistance to our economically weaker students.

To help the students continue their higher education: There are high chances that some of the students will discontinue their studies because of financial problems. When students bring this problem to our attention, we make a list of those who are eligible for financial help. We started this practise in 2009-10 onward. We are very happy to state that during these 11-12 years, we have been successful in procuring financial help for a number of students.

Best Practise 2

(i) Title of the practise: "Mentoring System"

The institution introduced a mentoring system in order to fulfil the student's requirements, shape their careers successfully, and make them grow psychologically and spiritually. The mentor regularly takes information from the various departments about students attendance and other Information from the discipline committee, NSS and NCC offices, sports department, and Student Welfare Office. The above information will be interpreted in terms of the students' performance in terms of attendance, marks, behaviour, involvement in seminars, and participation in sports and cultural activities.

File Description	Documents
Best practices in the Institutional web site	View File
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

The vision of the institute focuses on the development of the college into a premier Institution of Higher Education. Being the first Institution of Higher Learning and only aided college in Bhatkal taluka recognised under 2f and 12b UGC Act 1956, the college 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, or religion. The institution offers UG and PG Courses in B.A., B.Sc., and B.Com. and has started M.A. in Kannada from 2007-08 and M.Com. from 2010-11. The college, as a higher education institution, is committed to imparting quality education to empower the youth and students and strives to foster the integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched, and spiritually oriented. The institution has all ICT facilities like Computers, Smart boards, Laptops, and the Internet, which are used in the teaching and learning processes. CCTV cameras have been installed in all class rooms to effectively monitor the smooth functioning of classes.

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

7.3.2 - Plan of action for the next academic year

1. The construction of four additional class rooms for postgraduate programmes in commerce and Arts (M.Com. and MA) has been proposed to the management.
2. It is being proposed to provide more scope for students to attend Job fairs or Job Melas and to understand the professional process involved in selection.
3. Subscribing more E-books and e-journals to research portals such as Emerald and Scopus for the reference of students and staff in the e-library has been planned.
4. It has been planned to make the College campus Wi-Fi-enabled.
5. To provide more scope for the faculties from various departments to attend and present research papers on various subjects.
6. It has also been proposed to purchase new wooden desks for the classrooms.
7. To provide more scope and encouragement for the faculties from various departments to publish research articles in UGC-recognised journals.