

ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT **2021-22 and 2022-23**



AN OVERVIEW OF THE COLLEGE

YEAR OF ESTABLISHMENT	1968
AFFILIATED TO	KARNATAK UNIVERSITY
INCLUSION OF 2f&12(B)	YES
TYPE OF COLLEGE	PRIVATE AIDED
AREA OF THE COLLEGE	55 Acre
BUILT UP AREA	2900 Sq.ft.
PROGRAM OFFERED	03 UG Programmes (i.e., BA ., B.Com. and B.Sci.) 04 PG Programme (i.e., MA-Kannada, MA-Economics, MA-Urdu, M.Com.)
NO.OF CERTIFICATE/VALUE ADDED COURSES	29
NO.OF FULL TIME TEACHERS	
PERMANENT	06
MANAGEMENT FULL TIME	20
NO.OF DEPARTMENTS	(1) English (2) Kannada (3) Hindi (4) Urdu (5) Arabic (6) Political Science (7) Economics (8) History (9) Chemistry (10) Botany (11) Physics (12) Mathematics (13) Commerce (14) Computer Science

FACILITIES	
1. Well qualified, experienced and competent faculty members, Librarian and Sports Director. 2. Independent spacious central library 3. Remote access through INFLIBNET and digital library along with subscription of academic journals. 4. Network Resource Centre at central library 5. 12 Class rooms and seminar hall ICT enabled. 6. Well equipped 02 computer laboratories 7. Language Lab 8. Well equipped 03 science laboratories. 9. Sports facilities for both Indoor and outdoor games 10. Table Tennis. 11. Support service units i.e., NSS, NCC, YRC, Red Cross, Women Empowerment Cell, Scout Rovers, Career Guidance & Placement Cell.	12. Campus is surrounded with wi fi. 13. Mounted sufficient CCTV surveillance at all statutory points. 14. Canteen with subsidized rates. 15. Campus surrounded with greenery atmosphere. 16. Transport facility 17. multi station gymnasium. 18. Other than government scholarships. 19. Mentorship mechanism and Remedial classes for slow learners. 20. Separate girls room along with necessary facilities. 21. Purified drinking water facilities for both students and staff. 22. 23 functional MoUs. 23. Solar panel for alternate energy. 24. Power back for laboratories. 25. Spacious staff room for both male and female faculty members.

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT FROM THE ACADEMIC YEAR 2021-22 AND 2022-23

PREAMBLE

Anjuman Hami-e-Muslimeen's, Anjuman Arts, Science & Commerce College established in the year 1968 is a minority institution which has been effectively and successfully catering to the educational requirements and aspirations of the people in and around Bhatkal irrespective of caste, creed or colour. The institution offers 03 UG & 04 PG programmes. Added 02 additional Programme during the assessment period i.e., MA-Kannada, MA-Urdu, MA-Economics and M.Com.

The institution is recognised under 2f and 12B UGC Act, 1956, it is a rural college in Bhatkal Taluka. Situated on a hillock on a campus of 55 acres in the semi-urban environs with a picturesque and panoramic landscape and a 'T' shape building the college is now a premier institution of higher learning. The college is in its fifth decade of fruitful existence. Celebrated Golden Jubilee in 2018.

The core values of the college are aptly summed-up in our Emblem and Motto. Our college emblem middle line reads "Allah Bestows Knowledge On Humanity". The Crescent and the Star symbolize Muslim culture of our college. The Holy Book below the crescent stands for what Allah ordained to his Prophet. The Light House and the Coconut Trees signify knowledge and location i.e., a coastal town (Bhatkal). The Electric Tower and the Wheels stand for Technological Advancement and Progress. The Water Reservoir at the right side of the emblem suggests that knowledge is like water in a reservoir irrigating the minds and quenching the thirst of the 'Knowledge Seekers'.

The college Motto reads as 'To Stand by Virtues and Discourage All Evils'. The college has well qualified staff, good infrastructural facilities, well equipped laboratories, computer labs, library, e-library, and co-curricular/extracurricular facilities. The institution is committed to provide an ambience of creativity, innovation and good learning experiences.

ANJUMAN HAMI-E-MUSLIMEEN's
ANJUMAN ARTS, SCIENCE & COMMERCE COLLEGE, BHATKAL
Affiliated to Karnatak University, Dharwad

Website: www.anjumancollege.in

Based on the recommendations of IQAC, college has constituted a panel for the conduct of AAA comprising of the following members –

1. Prof. S.V. Gurumath -- Chairman
Associate Professor,
Dept.of Botany & IQAC Coordinator
SGVC Vidya Prasarak Trust's
Matoshri Gangamma Veerappa Chiniwar
Arts, Commerce & Science College,
Muddebihal – 586 212.
[4th Cycle with 3.31 CGPA – A+]
2. Dr. A.A. Mulla -- Member Coordinator
Associate Professor,
Dept.of Urdu & NAAC Coordinator
SGVC Vidya Prasarak Trust's
Matoshri Gangamma Veerappa Chiniwar
Arts, Commerce & Science College,
Muddebihal – 586 212.
[4th Cycle with 3.31 CGPA – A+]

SCHEDULE OF THE ACTIVITIES

DATE 16-10-2022

TIME		ACTIVITY
10:15 AM to 10:45AM	Welcome and briefing by principal. Venue: Principal's Chamber	Welcome and briefing by Principal regarding the objective of audit.
11:15AM to 12:15 PM	Visit to the departments and laboratory by the members	1.Meeting with the faculty members and introduction. 2. Visit to the department: Class rooms and labs, and other facilities related to advanced learning. 3. Verification of the departments. 4. Interaction with the faculty and technical staff.
12: 45 PM to 2:15PM	Visit to the facilities- Library, Placement, Computer center, main office.	1. Interaction with the heads. 2. Verification of office documents 3. Visited to the infrastructure like Playground, NCC, Green campus, Solar Lamp, Rain water harvesting, Vermicompost pit & purified drinking plant, Washroom, Ladies room, Staff room and other infrastructure inspected.
2:30PM to 3:00 PM	Lunch	Lunch
Post lunch	1. Preparation of report 2. Exit meeting	1. College report writing. 2. Exit meeting with Principal HOD's and Coordinators.

The meeting of AAA Committee is conducted on 16.10.2022. The AAA Committee was received by the Principal & IQAC coordinator for conducting the audit. The Committee had a formal meeting with the Principal, head of departments and the coordinators during which Principal presented the overview of the institution, developments and the achievements made. Members of the committee were briefed about the objectives of the audit and the schedule of AAA evaluation.

The members visited the departments, the infrastructure facilities in the department such as class rooms, labs and interacted with faculty members and other staff to review the academic and administrative performance, for that all the related documents were presented before the members of the committee. After completing all evaluation procedures and interactions.

The committee experts visited and inspected the overall facilities such as Administration office, Computer center, placement cell, library, play ground, NCC, NSS. Sports and language lab, auditorium then interacted with coordinators.

The committee according to AAA norms completed all the evaluation prepared the AAA report for the College covering the summarized observations and recommendations.

Members of the Committee visited the facilities and interacted respective faculty members of different departments and found out the following observations of implementations of IQAC recommendations, feedback suggestions during 2021-22 and 2022-23 academic period respectively →

Sl. No.	Department	IQAC Recommendations	Action Taken Report
1.	<u>English</u>	• 01 full time teacher. • Suggested to conduct cocurricular activities. • Regular activities in language lab need to be strengthened.	• Introduced 02 Add on course i.e., “Spoken English” and “Everyday English”. • Updated Language Lab and conducted training sessions by the Department. • Organized Essay and Quiz Competition.
2.	<u>Kannada</u>	• Department has 01 permanent and 02 management full time. • Conduct orientation on NEP. • Conduct Literature related activities. • Promote teachers for professional development activities.	• Department yet to be proactive for the purpose of students career for those who opted Kannada Optional subject. • Introduced 04 Add on courses effective from the academic year 2021-22 and 2022-23. • Organized a Quiz Competition on “Kannada subject”. This has helped the participants to prepare for competitive examinations.
3.	<u>Hindi</u>	• The Department has 01 full time teacher. • Hindi language to be extended to non Hindi students.	• Felicitated highest scorer on the occasion of Hindi Diwas. • Conducted special lectures on course curriculum. • Resource person at neighbouring colleges.

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4.	<u>Urdu</u>	Has 01 Management full time teachers.	- Procured 48 text book based on NEP. - Introduced Add on course on, "Caligraphy" for non Urdu students. - Organized Cultural Activities "Naath and Gazhal".
5.	<u>Arabic</u>	- Has 01 full time teacher - Recommended to conduct certificate course.	Introduced Add on course on, "Arabic Reading".
6.	<u>Pol.Science</u>	- The department has 02 management full time teachers. - Train students on competitive examinations. - Organize Mock Parliament session. - Conduct field visit to Gram Panchayat.	- Introduced 01 add on course "Human Rights". - Organized Quiz Competition on, "Indian Constitution". - Invited academicians, experts to deliver special lecture on Constitutional Obligation. - Increased the intake at the entry level for the year 2021-22 & 2022-23.
7.	<u>Economics</u>	01 permanent and 02 management full time teachers. - Suggested to conduct State and Central Budget Analysis Presentation. - Recommended to conduct national level seminars / conferences. - Suggested to attract students for PG programme.	- Organized Internal level seminar on, "Economic Slow down". - Introduced 02 Add on courses. - Introduced MA-Economics in the year 2022-23 and initially 04 students have enrolled. - Senior faculty member has participated and published 01 research articles in conference proceedings.

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8.	<u>History</u>	- Has 01 Management full time teachers. - Suggested for enhancement of learning resources. - Recommended to organize special lecture based on course curriculum. - Suggested to enhance learning resources on competitive examinations.	- The subject related 145 text book available at the central library. - The Department has conducted field visit at Marukeri, Bhatkal an historical place. - The faculty member has actively participated at academic seminar organized by neighbouring Institution. - Identified the lack of learning resources in English version. - Invited subject expert from neighbouring Institution to deliver special lecture.
9	<u>Chemistry</u>	01 permanent and 02 management full time teachers.	- Introduced 2 Add on course. - Updated Chemistry laboratory. - Conducted field work / study tours based on NEP course curriculum. - Course enrichment activities included subject related Quiz competition.
10	<u>Botany</u>	- The department has 02 Management full time teachers. - Suggested to maintain the Botanical garden and educate students about greenery initiatives. - Subscribe academic journals and promote students to get advanced knowledge on subject.	- Conducted Quality Audit from the competent Agency. - Science students were taken to Botanical Garden at Sirsi. - Prepared the policy document on the maintenance of greenery atmosphere. - Procured plant anatomical portions, algae materials, botanical related specimens.
11.	<u>Physics</u>	02 Management full time teachers. - Enhance the learning resources based on course curriculum. - More experiments to students to be provided. - Faculty must upgrade professionally and academically.	- The Institution must strive to get appointment of 02 vacant posts. - Updated the Physics laboratory. 01 faculty has participated and presented research articles at National Seminar organized by Bangalore University. - Faculty members have published 2 research articles at recognized journals.

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12.	<u>Mathematics</u>	The Department has 02 permanent faculty members.	- Participated in workshop on NEP organized by neighbouring Institutions. 02 members were recognized as a panel member of BoS, KUD. - Conducted Remedial classes for slow learners. - Established Maths Lab installed with necessary software.
13.	<u>Commerce</u>	- Has 05 Management full time teachers. - Suggested to enhance the learning resources based on NEP. - Recommended to organize course enrichment activities. - Conduct Remedial classes for slow learners.	- Invited academicians, experts to deliver special lecture on current trends. - Special lecture on “GST and Taxation” being organized. - Conducted Remedial classes for slow learners. - Invited experts from CEDOK (Centre for Entrepreneurship Development of Karnataka), RUDSET (Rural Development & Self Employment Training Institute) to conduct training on entrepreneurship. - One of the faculty members attended workshop on Entrepreneurship under CEDOK.
14.	<u>Computer Science</u>	- Has 01 full time teacher. - Suggested to guide students about SWAYAM and NPTEL for online courses. - Recommended to publish research article at recognized journal. - Train students on basic computer skills.	- Introduced 07 add on courses for the benefit of students. - Upgraded computer laboratory. - Enhanced Internet connectivity. - Oriented students the scope of online courses through different platforms. - Conducted crash course on Computer Typewriting Skills.

11.	<u>Library</u>	Has a qualified and competent Librarian.	- Updated central library with partial automation. - Procured 565 text books based on NEP pattern of course curriculum. - Conducted book exhibitions. - Enhanced the student's visitors to the library. - Introduced Add on course on, "Bibliometric Analysis".
12.	<u>Sports</u>	Has a qualified and competent Physical Education Director.	- Organized intra mural competition on Carom, TT, Cricket, Chess, Volleyball, etc. . - Deputed 03 sports laurels for Football University selection. - Deputed 04 sports laurels for selection trials at University. 02 students deputed for the selection trial on Taikwaendo, 04 students Cricket, 04 students power lifting, 03 students for ball badminton. 01 students selected for Khelo India Youth Games. 02 sports laurels selected University Blue in football game. - Achieved 05 Gold, 04 Silver and 01 Bronze in Swimming at University level. - Women Team secured 2nd Runners up at University level Inter Collegiate Tournament on Chess. - Women Team secured 3rd Place at University level Inter Collegiate Tournament on Table Tennis.


 PRINCIPAL
 Anjuman Arts, Science & Commerce College
 & P.G. Centre
 BHATKAL - 581320

RECOMMENDATIONS

1. The Institution is expected to conduct AAA atleast once in 2 years during the assessment period.
2. After the overall review of the progression of respective department, following are the suggestions / recommendations to respective department and seek the support from the Institution and Management to implement for the overall career prospects of students.

Sl. No.	Department	Recommendations
1.	<u>English</u>	• Seek Departmental permission for the recruitment of vacant posts. • Regular activities in language lab need to be strengthened.
2.	<u>Kannada</u>	• Seek Departmental permission for the recruitment of vacant posts. • Promote teachers for professional development activities.
3.	<u>Hindi</u>	• The Department has 01 full time teacher. • Hindi language to be extended to non Hindi students.
4.	<u>Urdu</u>	• Suggested to conduct value added crash course in translation
5.	<u>Arabic</u>	• Nil
6.	<u>Political Science</u>	• The Institution must seek departmental permission to recruit vacant posts and ensure to have permanent staff. • Suggested to conduct course enrichment programmes.
7.	<u>Economics</u>	• More text books may be added to the library. • Ensure to attract students for PG programme which is already functional in the Institution.
8.	<u>History</u>	• Suggested to conduct collaborative activities along with PG Department of Studies in History & Archeology, Karnatak University, Dharwad. • Establish Coaching Centre for Competitive Examinations and train students accordingly.

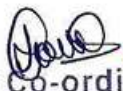
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9.	<u>Chemistry</u>	- Budgetary provision to be enhanced for cocurricular activities. - Suggested to organize Interaction with eminent scientists.
10.	<u>Botany</u>	- Suggested to enlighten localites, parents and students about the features of the medicinal plants available in the Botanical Garden. - Subscribe academic journals.
11.	<u>Physics</u>	- More experiments to students to be provided. - Faculty members advised to upgrade professionally suiting to the current trend.
12.	<u>Mathematics</u>	- More exercises to be given to students in Math Lab. - Ensure to have sufficient learning resources at the Central Library.
13.	<u>Commerce</u>	- Suggested to seek Government permission to recruit vacant teaching posts. - More exercises to be given to commerce students in Commerce Lab.
14.	<u>Computer Science</u>	- The department is advised to enlighten students and staff about SWAYAM, NPTEAL, etc. - Basic Computer Skills to be extended to maximum students.
15.	<u>Central Library</u>	- Suggested to subscribe more number of academic journals. - Efforts to be made to attract students for the optimum utility of the learning resources.
16.	<u>Sports</u>	- Suggested to organize University level sports tournaments in Volleyball, Table Tennis. - Ongoing construction of Multiple Games Indoor Court to be completed within stipulated period of time.

In the light of revised NAAC manual, the college is encouraged to implement the observations and suggestions made by the members and also to provide professionalism in documenting all the activities in accordance with quality measures expected as per revised SSR manual and overall career prospects of students.

Prof.S.V. Gurumath

Dr.A.A. Mulla


IQAC Co-ordinator
M.G.V.C. Arts, Commerce & Science College,
MUDDEBIHAL - 586212. Dist. Vijayapur.


Co-ordinator,
Internal Quality Assurance Cell
M.G.V.C. Arts, Commerce & Science College,
MUDDEBIHAL-586212. Dist: Vijayapur

Date: 16-10-2022

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ಅಂಜುಮನ್ ಕಲಾ, ವಿಜ್ಞಾನ, ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ ಹಾಗೂ ಸ್ನಾತಕೋತ್ತರ ಕೇಂದ್ರ
ANJUMAN ARTS, SCIENCE, COMMERCE COLLEGE & P.G. CENTRE
(AFFILIATED TO THE KARNATAK UNIVERSITY, DHARWAD)
Accredited "B" Grade by NAAC

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ಪೋಸ್ಟ್ ಬಾಕ್ಸ್ ನಂ: ೦೨
ಅಂಜುಮನಾಬಾದ್, ಭಟ್ಕಲ್ - ೫೮೧ ೩೨೦
(ಉತ್ತರ ಕನ್ನಡ) ಕರ್ನಾಟಕ ರಾಜ್ಯ
ದೂರವಾಣಿ : ೦೮೩೮೫ (ಒ) ೨೨೬೪೪೩ (ಪ್ರಾ.ಕೆ.) ೯೮೮೬೨೧೨೬೯೨
(ಮೊ) ೯೮೮೬೨೧೨೬೯೨

29-09-2022

To,
The Principal
MGVC Arts, Commerce & Science College,
Muddebihal

Respected Sir,

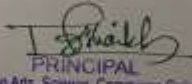
Sub : Request to depute your staff for AAA Inspection - reg.

With regard to the subject mentioned hereabove, on behalf of the IQAC and staff of the college, may I request your good selves to depute the following faculty members for the conduct of AAA scheduled on 16-10-2022 -

1) Prof. S. V. Goramath -- Chairman
Associate Professor
Department of Botany &
IQAC Coordinator

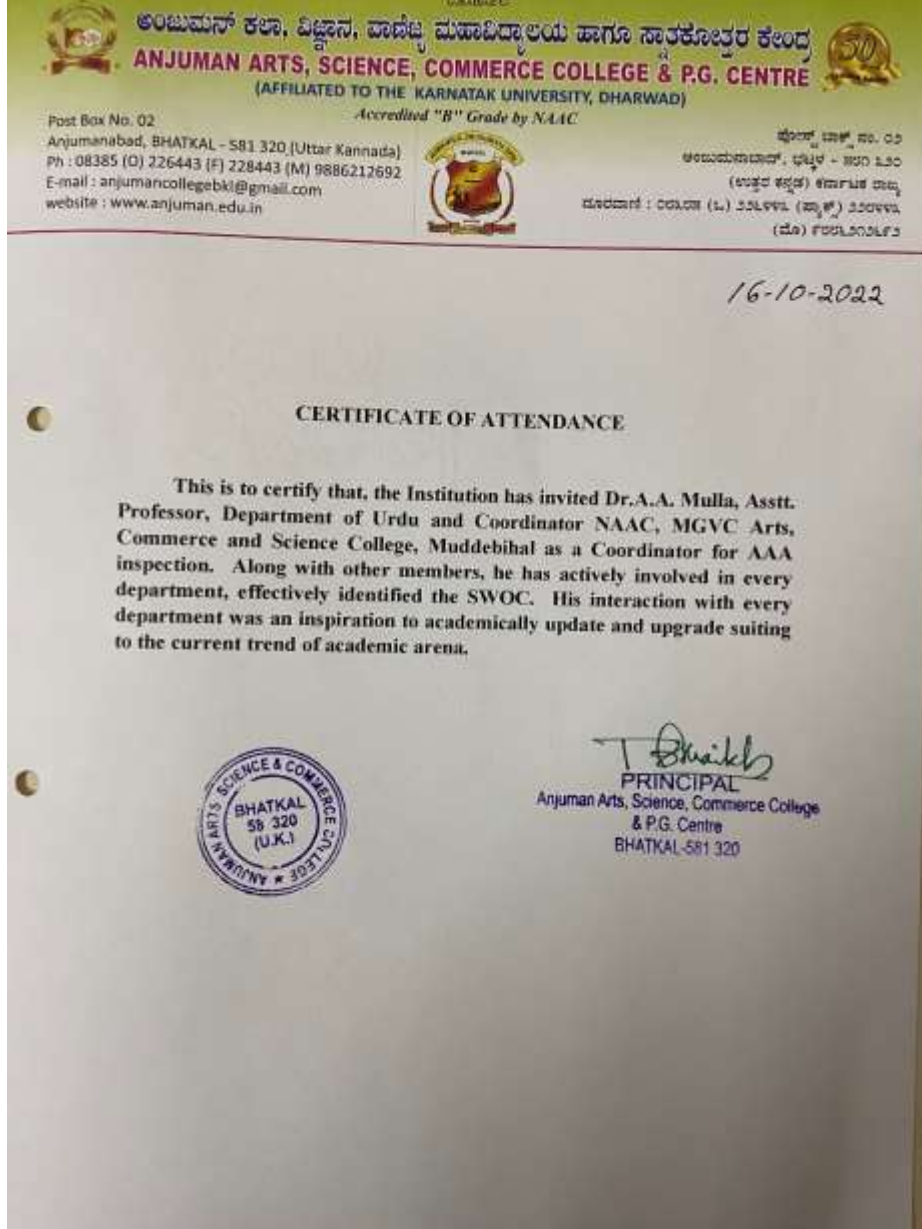
2) Dr. A. A. Mulla -- Member Coordinator
Asstt. Prof.,
Department of Urdu &
NAAC Coordinator




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**AAA PROCEEDINGS – INTERACTION
WITH DEPARTMENT HEAD**



Addressing the SWOC of the Institution by the Resource Person during Conclusion of AAA proceedings.

