

## INTRODUCTION

### The Management:

The Management of the college i.e. Anjuman-E-Islam, Dist. Belgaum was established in the year 1927 with the vision of empowering downtrodden and minority communities in general and the Muslim community of Belgaum district in particular. The society was registered in the year 1932 under the Bombay Public Trust Act (XXI) of 1860. It is now functioning under the Karnataka State Board of Wakf.

With the mission of providing quality education to the students who belong to the downtrodden and minority communities which constitute a major component of population of north Karnataka, the Society runs three educational institutions i.e. Anjuman Degree College, Anjuman PUC College and Anjuman ITI and also provides financial help to the poor and the needy students for seeking higher education.

### The College:

Anjuman Arts & Commerce College, Belgaum is a premier higher education institution in Belgaum, run by Anjuman-E-Islam, Dist: Belgaum society. The college was established in 1983 and has successfully completed 27 years of its selfless service in providing value-based education to the minority and downtrodden students of this region.

The College is permanently affiliated to Karnatak University, Dharwad and is imparting B.A. & B.Com. courses. The college was brought under the grant-in-aid code by the Karnataka Government in September 1990 and got permanent affiliation from the Karnatak University, Dharwad in November 2005. It is our pride to note here that our college is rated as one of the good colleges in the state as identified by NAAC by getting 'B' grade in February 2005, which a college with excellence can only achieve. The UGC notified the college under 12 B of its act in May 2007 that enables the institution to

get central and UGC assistance for its developments. With all this progress the college has become a full-fledged higher educational institution.

### Re-Accreditation Process:

The college stated its re-accreditation process by sending its Letter of Intention (LoI) to the NAAC office on 12-12-2009 and got the Track ID No: 10892. The preparation for this process of re-accreditation is a challenging one. To overcome this, we constituted criterion-wise committees where every staff member and students are actively involved in one or the other way. Also, we constituted a Steering Committee with the Principal as its chairman and a faculty as its coordinator to draft the Self-Study Report for NAAC re-accreditation.

The Steering Committees conducted a series of discursive meetings to perceive the criteria and innumerable questions asked therein. The criterion-wise committees collected data pertaining to their respective criterion and the same were presented in the steering committee's meetings. After having wide deliberations on the data placed before it, the Steering Committee drafted the college SSR with utmost care.

The college continuously endeavours to achieve more notable recognition and wider acceptance from its stakeholders through a better grade of NAAC. As a first step of its endeavour the college submits this SSR to the NAAC for re-accreditation. It is worth to mention here that the Steering Committee completed this uphill task with the collective efforts rendered by the staff and other stakeholders of this institution.

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## **VISION**

‘An Educated, Vibrant and Pro-Active Society’

## **MISSION**

‘Improving the life standard of the minority and downtrodden people of this region through value based Education’

## **GOALS AND OBJECTIVES**

- To create healthy atmosphere for the development of education among the underprivileged youths.
- To inculcate self-respect, discipline, social service and patriotism through value-based education.
- To provide a quality education without any discrimination of caste and creed.
- To motivate the students for higher education.
- To impart updated knowledge in the field of Arts & Commerce to the students.
- To sharpen the students’ skill needed for the modern business world.
- Empowerment of women through higher education.
- To inculcate research culture among the teachers and students.
- To develop religious-harmony through cultural activities.

## Part I: Institutional Data

### A) Profile of the College

#### 1. Name and address of the college:

Name: Anjuman Arts & Commerce Collage, Belgaum		
Address: Opp: District Court		
City: Belgaum	District: Belgaum	State: Karnataka
Pin code: 590016		
Website: <a href="http://www.anjumancolbgm.com">www.anjumancolbgm.com</a>		
E-mail: anjumancollegebgm@yahoo.com		

#### 2. For Communication:

##### Office

Name	STD Code	Tel. No.	Fax No.	E-mail
Principal: Dr. H.I.Timmapur	0831	2426166	2421932	<a href="mailto:principal@anjumancolbgm.com">principal@anjumancolbgm.com</a>
Vice Principal .....	-	-	-	
IQAC Coordinator : Prof. M. Maheen.	0831	2426166	2421932	<a href="mailto:maheenisa@rediffmail.com">maheenisa@rediffmail.com</a>

##### Residence

Name	Area/ STD code	Tel. No.	Mobile No.
Principal: H.I.Timmapur	0831	2426166	9448634403
Vice Principal .....	--	--	--
Steering Committee Coordinator : Prof. M. Maheen	0831	2477141	9844041532

#### 3. Type of Institution:

- a. By management      i. Affiliated College ☒  
    ii. Constituent College ☐

- b. By funding
- i. Government ☐
  - ii. Grant-in-aid ☒
  - iii. Self-financed ☐
  - iv. Any other ☐
- (Specify the type)

- c. By Gender
- i. For Men ☐
  - ii. For Women ☐
  - iii. Co-education ☒

4. Is it a recognized minority institution?

Yes ☒ No ☐

If yes specify the minority status (Religious ☒ / linguistic/ any other)

(Provide the necessary supporting documents)

5. a) Date of establishment of the college:

Date	Month	Year
25	07	1983

b) University to which the college is affiliated

(If it is an affiliated college)

Karnatak University, Dharwad

or which governs the college (If it is an constituent college)

- NA-

6. Date of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	06-07-1987	--
ii. 12 (B)	01-05-2007	--

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

7. Does the University Act provide for autonomy of Affiliated/ Constituent Colleges?

Yes ☒ No ☐

If yes, has the college applied for autonomy? Yes ☐ No ☒

8. Campus area in acres/sq.mts: 21 Acres & 36 Guntas

9. Location of the college: (based on Govt. of India census)

Urban ☒

10. Details of programmes offered by the institution: (Give last year's data)

Academic Year 2009-10

Sl. No.	Programme Level	Name of Programs / Course	Duration	Entry Qualification	Medium of instruction
i	Under-Graduate	B.A	3 years	PUC II Pass	English / Kannada
ii	Under-Graduate	B.Com	3 years	PUC II Pass	English / Kannada

Classes	Sanctioned Student Strength	Number of Students admitted (2009-10)
B.A -I	120	88
B.A -II	120	72
B.A -III	120	76
Total	120	236
B.Com.- I	120	109
B.Com.- II	120	63
B.Com.- III	120	56
	Total	228
Grand Total	236+228	<b>464</b>

11. List the departments:

Science: NA
<b>Arts</b> (Language and Social sciences included)
Departments: English, Kannada, Hindi, Urdu, History, Sociology, Political science, Economic, Statistics, Geography.
<b>Commerce</b>
Departments: Commerce.
<b>Any Other (Specify):</b> Departments: Computer Application

12. Unit Cost of Education (Academic Year 2009-10)

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled )

(a) Including the salary component = Rs. 1,17,21,466 / 464 = 25,261

(b) Excluding the salary component = Rs. 14,51,432 / 464 = 3,128

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### Criterion - I Curricular Aspects

1. Does the College have a stated Vision?

Yes	✓	No	
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Mission?

Yes	✓	No	
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Objectives?

Yes	✓	No	
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2. Does the college offer self-financed Programmes?

Yes ☐ No ☒

If yes, how many?

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Fee charged for each programme (include Certificate , Diploma, Add-on courses etc.)

Sl.No.	Programme ( B.Sc., B.Com. etc.)	Fee charged in Rs.
1.	NA	NA
2.	NA	NA
3.	NA	NA
4.	NA	NA

3. Number of Programmes offered under

a. Annual system

Nil
-----

b. Semester system

02
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c. Trimester system

Nil
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4. Programmes with

a. Choice Based Credit System

Yes		No	✓	Number	
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b. Inter/Multidisciplinary Approach

Yes	✓	No		Number	02
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c. Any other, specify

Yes		No	✓	Number	
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5. Are there Programmes where assessment of teachers by students is practiced? 

Yes	✓	No		Number	02
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6. Are there Programmes taught only by visiting faculty? 

Yes		No	✓	Number	
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7. New programmes introduced during the last five years
- |                  |     |  |    |   |        |   |
|------------------|-----|--|----|---|--------|---|
| UG               | Yes |  | No | ✓ | Number | - |
| PG               | Yes |  | No | ✓ | Number | - |
| Others (specify) | Yes |  | No | ✓ | Number | - |
8. How long does it take for the institution to introduce a new programme within the existing system? 

Two Years					
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9. Does the institution develop and deploy action plans for effective implementation of the curriculum? 

Yes	✓	No	
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10. Was there major syllabus revision during the last five years? If yes, indicate the number. 

Yes	✓	No		Number	01
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11. Is there a provision for Project work etc. in the programme? If yes, indicate the number. 

Yes		No	✓	Number	-
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12. Is there any mechanism to obtain feedback on curricular aspects from
- |                         |     |   |    |    |
|-------------------------|-----|---|----|----|
| a. Academic Peers?      | Yes |   | No | ✓  |
| b. Alumni?              | Yes | ✓ | No |    |
| c. Students?            | Yes | ✓ | No |    |
| d. Employers?           | Yes |   | No | ✓  |
| e. Any other? (Parents) | Yes | ✓ |    | No |

## Criterion - II

### Teaching-Learning and Evaluation

1. How are students selected for admission to various courses?

- a) Through an entrance test developed by the institution ☐
- b) Common entrance test conducted by the University/Government ☐
- c) Through Interview ☒
- d) Entrance test and Interview ☐
- e) Merit at the previous qualifying examination ☒
- f) Any other (specify) ☐

*(If more than one method is followed, kindly specify the weightages)*

2. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year 2009-10

Programmes (UG and PG)	Open category		SC/ST category		Any other (specify) OBC	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
BA-I	66	38	77	41	35	79
B.Com-I	79	37	65	51	36	79

3. Number of working days during the last academic year

4. Number of teaching days during the last academic year

5. Number of positions sanctioned and filled Sanctioned/ Filled

Teaching	24	20
Non-teaching	16	13
Technical	01	01

6. a. Number of regular and permanent teachers (gender-wise)

Professors	M	-	F	-
Readers	M	16	F	02
Sr. Grade lecturers	M		F	01

Lecturers

b. Number of temporary teachers (gender-wise)

Lecturers – Full- time	M	-	F	-
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Lecturers – Part-time	M	-	F	-
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Lecturers (Management appointees) - Full time	M	1	F	3
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Lecturers (Management appointees) - Part time	M	-	F	-
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Any other	M	-	F	-
Total	M	-	F	-

c. Number of teachers

From the same State	24
From other States	-

\* M – Male F – Female

	Number	%
7. a. Number of qualified/ permanent teachers and their percentage to the total number of faculty	19	82.61
b. Teacher: student ratio	23:464	1:20
c. Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength	3	13 %
d. Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength	-	-
e. Percentage of the teachers who have completed UGC, NET and SLET exams	-	
f. Percentage of the faculty who have served as resource persons in Workshop/ Seminars/ Conferences during the last five years	03	

- g Number of faculty development programmes availed by teachers (last five years) 1 2 3 4 5

	2005-06	2006-07	2007-08	2008-09	2009-10
UGC/ FIP programme	-	-	-	-	-
Refresher:	01	-	01	-	01
Orientation:	-	-	01	-	-
Any other (specify)	-	-	-	-	-

- h Number of faculty development programmes organized by the college during the last five years

Seminars/ workshops/symposia on curricular development, teaching- learning, assessment, etc.

1 2 3 4 5

				1	
				1	

Research management

Invited / endowment lectures

1	2	1	5	9
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8. Number and percentage of the courses where predominantly the lecture method is practiced
- | Number | %   |
|--------|-----|
| 2      | 100 |

9. Does the college have the tutor-ward system?

Yes ☒ No ☐

If yes, how many students are under the care of a teacher?

20  
Students

10. Are remedial programmes offered?

Yes	<input checked="" type="checkbox"/>	No		Number Programs	02
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11. Are bridge courses offered?

Yes	<input checked="" type="checkbox"/>	No		Number Programs	02
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12. Are there Courses with ICT-enabled teaching-learning processes?

Yes	<input checked="" type="checkbox"/>	No		Number Programs	02
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13. Is there a mechanism for:

a. Self appraisal of faculty ?

Yes ☒ No ☐

b. Student assessment of faculty performance?

Yes ☒ No ☐

c. Expert /Peer assessment of faculty performance?

Yes ☐ No ☒

14. Do the faculty members perform additional administrative work?  
If yes, the average number of hours spent by the faculty per week

Yes ☒ No ☐

6 hours per week

### Criterion - III

#### Research, Consultancy and Extension (Inputs)

1. How many teaching faculty are actively involved in research?  
(Guiding student research, managing research projects etc.,)

Number	%
07	32 %

2. Research collaborations

- a) National

Yes ☐ No ☒

If yes, how many?

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- b) International

Yes ☐ No ☒

If yes, how many?

--

3. Is the faculty involved in consultancy work?

Yes ☒ No ☐

If yes, consultancy earnings/ year  
(average of last two years may be given)

The faculties are involved in consultancy work on their own. The college does not maintain any account in this regard.

4. a. Do the teachers have ongoing/ completed research projects?

Yes ☐ No ☒

If yes, how many?  
going

On  
Completed

--
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- b) Provide the following details about the ongoing research projects

Major projects	Yes		No	✓	Number	-	Agency	-	Amt.	-
Minor projects	Yes		No	✓	Number	-	Agency	-	Amt.	-
College Projects	Yes		No	✓	Number	-	Amount			
Industry sponsored	Yes		No	✓	Number	-	Industry	-	Amt.	-
Any other (specify)	Yes		No	✓		-	-		-	-

No. of student research projects	Yes	✓	No		Number	06	Amount sanctioned by the College	Rs.7000
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5. Research Publications:

International journals	Yes		No	✓	Number	-
National journals – refereed papers	Yes		No	✓	Number	-
College journal	Yes		No	✓	Number	-
Books	Yes	✓	No		Number	05
Abstracts	Yes	✓	No		Number	02
Any other (specify)	Yes		No	✓	Number	
Awards, recognition, patents etc. if any (specify)						

6. Has the faculty

a) Participated in Conferences?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Number	129
b) Presented research papers in Conferences?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Number	02

7. Number of extension activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club) (average of last two years)	01
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8. Number of regular extension programmes organized by NSS and NCC (average of last two years)	NSS	NCC
	01	-

9. Number of NCC Cadets/units	M	-	F	-	Units	
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10. Number of NSS Volunteers/units	M	60	F	40	Units	one
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### Criterion - IV Infrastructure and Learning Resources

1.	(a) Campus area in acres	21 Acres				
	(b) Built up area in Sq. Meters	2016 Sq.mt				
	(*1 sq.ft. = 0.093 sq.mt)					
2.	Working hours of the Library					
	(a) On working days	8 to 2 pm & 4 to 6 pm				
	(b) On holidays	09 to 12 noon				
	(c) On Examination days	5 to 6.30 pm				
3.	Average number of faculty visiting the library/day (average for the last two years)	10				
4.	Average number of students visiting the library/day (average for the last two years)	50				
5.	Number of journals subscribed to the institution	18				
6.	Does the library have the open access system?	<table><tr><td>Yes</td><td>✓</td><td>No</td><td></td></tr></table>	Yes	✓	No	
Yes	✓	No				
7.	Total collection (Number)	<table><tr><td>Titles</td><td>Volumes</td></tr><tr><td>3629</td><td>6772</td></tr></table>	Titles	Volumes	3629	6772
Titles	Volumes					
3629	6772					
	Total Books					
a.	General Books	<table><tr><td>-</td><td>5705</td></tr></table>	-	5705		
-	5705					
b.	Textbooks	<table><tr><td>-</td><td>866</td></tr></table>	-	866		
-	866					
c.	Reference books	<table><tr><td>-</td><td>211</td></tr></table>	-	211		
-	211					
d.	Magazines	<table><tr><td>08</td><td>08</td></tr></table>	08	08		
08	08					
e.	Current journals					
	Indian journals	<table><tr><td>18</td><td></td></tr></table>	18			
18						
	Foreign journals	<table><tr><td>Nil</td></tr></table>	Nil			
Nil						
f.	Peer- reviewed journals	<table><tr><td>Nil</td></tr></table>	Nil			
Nil						
g.	Back volumes of journals	<table><tr><td>Yes</td></tr></table>	Yes			
Yes						

h. E-resources

CDs/ DVDs	25
Databases	01
Online journals	02
Audio- Visual resources	10

i. Special collections (numbers)

	Yes	No	Number
Repository		✓	
(World Bank , OECD, UNESCO etc.)	✓		
Interlibrary borrowing facility		✓	
Materials acquired under special schemes (UGC, DST etc. )	✓		
Materials for Competitive examinations including Employment news, Yojana etc.	✓		
Book Bank		✓	
Braille materials		✓	
Manuscripts		✓	
Any other (specify)			

8 Number of books / journals / periodicals added during the last two years and their total cost

	2008-09		2009-2010	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	250	25010=00	583	71819=00
Reference Books	21	6086=00	68	32901=00
Other books	26	3980=00	205	50476=00
Journals/Periodicals	-	-	18	28,000=00
Encyclopedia	-	-	12	10,849=00
Total	297	35076=00	886	1,94,045=00



9. Mention the

Total carpet area of the Central Library (in sq. ft)  
 Number of departmental libraries  
 Average carpet area of the departmental libraries  
 Seating capacity of the Central Library ( Reading room)

589.68 Sq.Feet
10
40 Sq.feet
25

10. Status of Automation of the Library

not initiated

☐

fully automated

☒

partially automated

☐

11. Percentage of library budget in relation to the total budget

10 %

12. Services/facilities available in the library (If yes, tick in the box)

Circulation ☒

Clipping ☒

Bibliographic compilation ☐

Reference ☒

Reprography ☒

Computer and Printing ☒

Internet ☒

Inter-library loan ☒

Power back up ☒

Information display and notification ☒

User orientation /information literacy ☒

Any other (specify)

13. Average number of books issued / returned per day

25 / 25

14. Ratio of library books to the number of students enrolled

15 : 01

## 15 Computer Facilities

Number of computers in the college	25
Number of Departments with computer facilities	10

Central Computer Facility ( Number of terminals )	Nil
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Budget allocated for purchase of computers during the last academic year	Rs. 2,50,000
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Amount spent on maintenance and upgrading of computer facilities during the last academic year	Rs.25,000
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	Dialup	Broadband	Others (Specify)
Internet Facility, Connectivity		✓	

Number of nodes / computers with Internet facility	25
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16. Is there a Workshop / Instrumentation Centre?	Yes	No ✓	Available from the year	
17. Is there a Health Centre?	Yes ✓	No	Available from the year	2005

18. Is there Residential accommodation for Faculty ?	Yes		No	✓
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Non-teaching staff ?	Yes		No	✓
19. Are there student Hostels?	Yes		No	✓

If yes, number of students residing in hostels	NA
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Male	Yes	-	No	-	Number	-
Female	Yes	-	No	-	Number	-

20. Is there a provision for

a) Sports fields	Yes	✓	No	
b) Gymnasium	Yes	✓	No	

c) Women's' rest rooms

Yes	✓	No	
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d) Transport

Yes		No	✓
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e) Canteen / Cafeteria

Yes	✓	No	
-----	---	----	--

f) Students centre

Yes		No	✓
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g) Vehicle parking facility

Yes	✓	No	
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## Criterion - V

### Student Support and Progression

1. a Student strength

(Provide information in the following format, for the past two years)

<i>Student</i> <b>Enrolment</b>	<b>UG</b> [B.A. & B.Com.] <b>2008-09</b>			<b>UG</b> [B.A. & B.Com.] <b>2009-10</b>		
	<i>Male</i>	<i>Female</i>	<i>Total</i>	<i>Male</i>	<i>Female</i>	<i>Total</i>
Number of students from the same State where the college is located	<b>279</b>	<b>136</b>	<b>415</b>	<b>307</b>	<b>157</b>	<b>464</b>
Number of students from other States	-	-	-	-	-	-
Number of NRI students	-	-	-	-	-	-
Number of foreign students	-	-	-	-	-	-

b. Dropout rate in UG and PG (average for the last two batches)

	Number	%
UG	50	23 %
PG	NA	-

2. Financial support for students: (Last Year)

Endowments:

Freeships:

Number	Amount	
-	-	
-	-	

Academic Year 2007-08

Scholarship (Government)

Scholarship (Institution)

Number of loan facilities:

Any other financial support

(Fee Concession)

03	Rs.1,25,815
-	-
-	-
03	Rs. 4,35,624

Academic Year 2008-09

Scholarship (Government)

Scholarship (Institution)

Number of loan facilities:

Any other financial support

(Fee Concession)

09	Rs. 2,00,414
-	-
-	-
03	Rs.2,39,412

3. Does the college obtain feedback from students on their campus experience? Yes ☒ No ☐

4. Major Cultural Events (Data for Last Year )

Events (Sports)	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate	✓	-	04	✓	-	48
Inter-university	-	-	-	✓	-	08
State / National	-	-	-	✓	-	02 (State)
Any other (specify)	-	-	-	-	-	-

5.

Results Results of Course End Examinations	UG [B.A. & B.Com.]					
	2004-05		2005-06		2006-07	
Results of Course End Examination	B.A.	B.Com	B.A.	B.Com	B.A.	B.Com
Pass Percentage	70.18	88.88	66.67	93.33	81.25	<b>100</b>
Number of First Classes	08	12	03	04	15	09
Number of Distinctions	02	-	05	-	03	04
Ranks (if any)	-	-	-	-	-	-

Results Results of Course End Examinations	UG [B.A. & B.Com.]			
	2007-08		2008-09	
	B.A.	B.Com	B.A.	B.Com
Pass Percentage	95	<b>100</b>	91.66	<b>100</b>
Number of First Classes	14	21	25	26
Number of Distinctions	15	13	16	09
Ranks (if any)	-	-	-	-

6. Number of overseas programmes on campus  
and income earned:

Number	Amount	Agency
-	-	-

7. Number of students who have passed the following examinations during  
the last five years

	2005	2006	2007	2008	2009
NET	-	-	-	-	-
SLET	01	-	-	-	-
CAT	-	-	-	-	-
TOEFL	-	-	-	-	-
GRE	-	-	-	-	-
GMAT	-	-	-	-	-
Civil Services (IAS, IPS & IFS)	-	-	-	-	-

8. Is there a Student Counselling Centre?

Yes	<input checked="" type="checkbox"/>	No	
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9. Is there a Grievance Redressal Cell?

Yes	<input checked="" type="checkbox"/>	No	
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10. Does the College have an Alumni  
Association?

Yes	<input checked="" type="checkbox"/>	No		Formed in the year	2003
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11. Does the College have a Parent-  
teachers Association?

Yes	<input checked="" type="checkbox"/>	No		Formed in the year	2003
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## Criterion - VI

### GOVERNANCE AND LEADERSHIP

1. Has the institution appointed a permanent Principal?

Yes	✓	No	
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If Yes,  
denote the qualifications

M.A. Ph.D

If No,  
for how long has the position been vacant?

-

2. Number of professional development programmes held for the Non-teaching staff (last two years)

01

3. Financial resources of the college (approximate amount) – Last Year's data (2009-10)

Grant-in-aid	1,04,94,793
Fee from Aided courses	15,56,586
Donation	-
Fee from Self-funded courses	-
Any other (specify) UGC	41,89,750

- 4 Statement of Expenditure ( for last two years)

Items	Before Last 2008-09	Last Year 2009-10
% spent on the salaries of faculty	86.71 %	53.71 %
% spent on the salaries of non-teaching employees including contractual workers	20.54%	10.91 %
% spent on books and journals	0.32 %	0.95 %
% spent on Building development	-	-
% spent on hostels, and other student amenities	-	-
% spent on maintenance - electricity, water, telephones, infrastructure	0.17 %	0.11 %
% spent on academic activities of departments - laboratories, green house, animal house, field trips etc.	-	-
% spent on research, seminars, etc.	-	-
% spent on miscellaneous expenditure.	-	-

**Note:** Income and Expenditure statements for the year 2008-09 and 2009-10 are enclosed.

5.	Dates of meetings of Academic and Administrative Bodies during the last two years:	Year before last 2008-09	Last Year 2009-10
	Governing Body	29-11-2008 04-05-2009	12-12-2009 06-03-2010
	Internal Administrative Bodies (mention only three most important bodies)		
	1) Internal Quality Assurance Cell (IQAC)	20-08-08, 25-10-08, 31-12-08, 31-03-09	24-11-09, 11-01-10 27-02-10, 01-03-10
	2) Library Advisory and Development Committee.	15-09-08, 15-03-09	16-10-09, 05-01-10
	3) Sports Committee	01-09-08, 01-03-09	01-08-09, 31-12-09 01-01-10, 31-3-10
	Any other (specify)	--	--

6. Are there Welfare Schemes for the academic community?

Loans:

Yes		No	✓
Yes		No	✓
Yes		No	✓

Medical allowance

Any other (specify)

7. Are there ICT supported / Computerized units / processes /activities for the following?

a) Administrative section/ Office

Yes	✓	No	
-----	---	----	--

b) Finance Unit

Yes		No	✓
-----	--	----	---

c) Student Admissions

Yes		No	✓
-----	--	----	---

d) Placements

Yes		No	✓
-----	--	----	---

e) Aptitude Testing

Yes		No	✓
-----	--	----	---

f) Examinations

Yes	✓	No	
-----	---	----	--

g) Student Records

Yes	✓	No	
-----	---	----	--



## Criterion - VII Innovative Practices

1. Has the institution established Internal Quality Assurance Mechanisms?

Yes	✓	No	-
-----	---	----	---

2. Do students participate in the Quality Enhancement initiatives of the Institution?

Yes	✓	No	-
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3. What is the percentage of the following student categories in the institution?

Academic Year 2009-10

- a. SC
- b. ST
- c. OBC
- d. Women
- e. Differently-abled
- f. Rural
- h. Tribal
- i. Any other (specify)

9.48 %
4.96 %
72.63 %
33.84 %
0.43 %
19.61 %
-
-

4. What is the percentage of the following category of staff?  
(The following chart shows the figures of permanent staff only)

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	--	--	--	--
b	ST	--	--	--	--
c	OBC (Men)	16	48.5 %	12*	36.5 %
d	OBC (Women)	03	09 %	02	06 %
e	Physically-challenged	-	-	-	
f	General Category	-	-	-	
g	Any other (specify)				

\* including Librarian and Physical Instructor

5. What is the percentage of incremental academic growth of the following category of students for the last two batches?

**B.A. Course**

	Category	At Admission		On completion of the course		Incremental Academic Growth	
		Batch I 2005-06	Batch II 2006-07	Batch I	Batch II	Batch I	Batch II
a.	SC	55.16 %	53.66 %	70.83 %	64.66 %	28.40 %	20.45 %
b.	ST	43.00 %	39.00 %	63.83 %	65.50 %	48.83 %	67.95 %
c.	OBC	51.22 %	55.92 %	67.85 %	67.72 %	32.47 %	21.10 %
d.	Women	54.10 %	56.13 %	66.42 %	70.21 %	22.76 %	25.09 %
e.	Physically challenged	-	-	-	-	-	-
f.	General Category	58.00 %	56.42 %	66.61 %	70.14 %	15.51 %	24.30 %
g.	Any other ( specify)	-	-	-	-	-	-

**B.Com. Course**

	Category	At Admission		On completion of the course		Incremental Academic Growth	
		Batch I 2005-06	Batch II 2006-07	Batch I	Batch II	Batch I	Batch II
a.	SC	-	58.00 %	-	58.50 %	-	0.86 %
b.	ST	37.00 %	63.00 %	64.00 %	69.00 %	72.97 %	9.52 %
c.	OBC	57.00 %	52.13 %	69.26 %	66.44 %	21.45 %	27.81 %
d.	Women	55.95 %	58.62 %	69.52 %	70.92 %	24.26 %	20.99 %
e.	Physically challenged	-	-	-	-	-	-
f.	General Category	46.33 %	53.62 %	67.66 %	66.77 %	46.00 %	24.53 %
g.	Any other ( specify)	-	-	-	-	-	-

## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **English**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **01 / 01**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **01 / 288**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students: **01:288**
9. Number of research scholars who had their master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last
 

2005-06	B.A.I
2006-07	B.A.II
2007-08	B.A.III
2008-09	B.A.I
2009-10	B.A.II
11. Number of students passed NET/SLET etc.:  
(Last two years) **Not Applicable**
12. Success Rate of students (What is the pass percentage as compared to the College average?)

Sl.No	Year	Department Pass Percentage	College Pass Percentage
01	2004-05	99.00 %	70.18 %
02	2005-06	74.00 %	66.67 %
03	2006-07	78.00 %	81.25 %
04	2007-08	84.00 %	95.00 %
05	2008-09	85.00 %	91.67 %

13. Number of University Distinctions (The table shows the number of students passed with 70 and above percentage of marks)

University Distinctions

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	07 (Non Sem)	I-Sem	01	I-Sem	02	I-Sem	01	I-Sem	10
		II-Sem	07	II-Sem	14	II-Sem	Nil	II-Sem	03
B.A.-II	12 (Non Sem)	05 (Non Sem)		III-Sem	08	III-Sem	11	III-Sem	10
				IV-Sem	33	IV-Sem	31	IV-Sem	04
B.A.-III	01 (Non Sem)	03 (Non Sem)		Nil (Non Sem)		V-Sem	08	V-Sem	21
						VI-Sem	08	VI-Sem	12
B.Com.-I	Nil (Non Sem)	I-Sem	01	I-Sem	Nil	I-Sem	07	I-Sem	01
		II-Sem	07	II-Sem	03	II-Sem	08	II-Sem	03
<b>Total</b>	<b>20</b>	<b>24</b>		<b>60</b>		<b>74</b>		<b>64</b>	

14. Publications by faculty (Last 5 years): Nil

15. Awards and recognition received by faculty (Last five years): Nil.

16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. F.A. Nadaf

Seminar / Conference / Workshop / etc	2005-06	2006-07	2007-08	2008-09	2009-10
State	1	3	-	2	1
National	2	1	1	1	1
International	-	-	-	1	-

17. Number of State / National / International Seminars, Workshop, Conference organized (Last five years): Nil

18. No. of teachers engaged in consultancy and the revenue generated: 01/Rs.400/-

19. Number of Ongoing projects and its total outlay: Nil

20. Research projects completed during last two years & its total outlay: Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during  
the Last two years: Not Applicable.

23. Number of Books in the Departmental Library, if any: 156

24. Number of Journals / Periodicals in the department: 01

25. Number of Computers in the department: 01

26. Annual Budget of the Department: Approx. Rs.2000/-  
Details:

i) Books for department library : Rs. 500=00

ii) Stationery : Rs. 500=00

iii) Department functions : Rs.1000=00

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## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Kannada**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **02 / 02**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **02 / 169**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students: **01:85**
9. Number of research scholars who had their master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:
 

2008-09	B.A. I & II Sem
2009-10	B.A. III & IV Sem
11. Number of students passed NET/SLET etc.:  
(Last two years) **Not Applicable**
12. Success Rate of students (What is the pass percentage as compared to the College average?)

Sl.No	Year	Pass Percentage			College Pass Percentage
		Basic	Optional	Average	
01	2004-05	89 %	79 %	84 %	70.18 %
02	2005-06	94 %	78 %	86 %	66.67 %
03	2006-07	90 %	96 %	93 %	81.25 %
04	2007-08	94 %	96 %	95 %	95.00 %
05	2008-09	91 %	85 %	88 %	91.67 %

13. Number of University Distinctions (The table shows the number of students passed with 70 and above percentage of marks ) semester wise:

Basic Kannada- University Distinctions

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	02 (Non Sem)	I-Sem	11	I-Sem	09	I-Sem	28	I-Sem	14
		II-Sem	22	II-Sem	08	II-Sem	13	II-Sem	21
B.A.-II	03 (Non Sem)	04 (Non Sem)		III-Sem	27	III-Sem	13	III-Sem	14
				IV-Sem	08	IV-Sem	13	IV-Sem	08
B.A.-III	08 (Non Sem)	03 (Non Sem)		Nil (Non Sem)		V-Sem	23	V-Sem	04
						VI-Sem	31	VI-Sem	05
B.Com.-I	Nil (Non Sem)	I-Sem	06	I-Sem	01	I-Sem	01	I-Sem	06
		II-Sem	04	II-Sem	06	II-Sem	03	II-Sem	04
<b>Total</b>	<b>13</b>	<b>50</b>		<b>59</b>		<b>125</b>		<b>76</b>	

Optional Kannada- University Distinctions

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	02 (Non Sem)	I-Sem	11	I-Sem	10	I-Sem	12	I-Sem	04
		II-Sem	22	II-Sem	11	II-Sem	19	II-Sem	11
B.A.-II	- (Non Sem)	04 (Non Sem)		III-Sem	13	III-Sem	06	III-Sem	17
				IV-Sem	02	IV-Sem	16	IV-Sem	16
B.A.-III	09 (Non Sem)	03 (Non Sem)		02 (Non Sem)		V-Sem	10	V-Sem	17
						VI-Sem	15	VI-Sem	07
<b>Total</b>	<b>11</b>	<b>40</b>		<b>38</b>		<b>78</b>		<b>72</b>	

14. Publications by faculty (Last 5 years):

- ❖ Dr. H.I. Timmapur, the faculty of the department composed the book 'Parisara Sahitya Sampada' in the year 2006.
- ❖ Dr. H.I. Timmapur composed the book 'Prabhandh Parimal' on the occasion of Belgaum district 6<sup>th</sup> Kannada Sahitya Sammelan held on 27<sup>th</sup> and 28<sup>th</sup> March 2010.

15. Awards and recognition received by faculty (Last five years):

Dr. H.I. Timmapur's book 'Parisara Sahitya Sampada' was prescribed as a text book by the Karnatak University, Dharwad for B.Sc. III and IV semester for the year 2006-07, 2007-08 and 2008-09.

16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. M.F. Attar

Seminar / Conference / Workshop / etc	2005-06	2006-07	2007-08	2008-09	2009-10
State	02	-	-	03	02
National	-	01	-	-	-
International	-	-	-	-	-

Name of the faculty: Dr. H.I. Timmapur

Seminar / Conference / Workshop / etc	2005-06	2006-07	2007-08	2008-09	2009-10
State	01	-	03	04	02
National	-	-	-	-	-
International	-	-	-	-	-

17. Number of State / National / International Seminars, Workshop, Conference organized (Last five years): Nil

18. No. of teachers engaged in consultancy and the revenue generated: One.

19. Number of Ongoing projects and its total outlay: One self financed project on 'Jnanpeeth Purskrut Krutigala Vimarshe'.

20. Research projects completed during last two years & its total outlay: Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during the Last two years: Not Applicable.

23. Number of Books in the Departmental Library, if any: 200

24. Number of Journals / Periodicals in the department: Nil

25. Number of Computers in the department: 01



26. Annual Budget of the Department: Approx. Rs.3000/-

Books :       Rs 1000

Journals:     Rs. 250

Stationery:   Rs. 1750

Total :       Rs. 3000

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## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Urdu**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **03 / 02**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **2 : 120**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students: **1 : 60**
9. Number of research scholars who had their Master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:
 

2005-06	B.A.I
2006-07	B.A.II & B.Com. I
2007-08	B.A.III
11. Number of students passed NET/SLET etc. : **Not Applicable**  
(Last two years)
12. Success Rate of students (compared to the College average?)

Sl.No	Year	B.A. (Basic & Optional)		B.Com-I (Basic)	
		Dept. Pass Percentage	College Pass Percentage	Dept. Pass Percentage	College Pass Percentage
01	2004-05	100 %	85.71 %	100 %	80 %
02	2005-06	97.50 %	77.78 %	100 %	70 %
03	2006-07	98 %	80.95 %	94 %	47.61 %
04	2007-08	97 %	78.75 %	100 %	48.39 %
05	2008-09	100 %	54.79 %	100 %	67.72 %

### 13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	19 (Non Sem)	I-Sem	21	I-Sem	27	I-Sem	19	I-Sem	19
		II-Sem	30	II-Sem	16	II-Sem	21	II-Sem	18
B.A.-II	09 (Non Sem)	28 (Non Sem)		III-Sem	29	III-Sem	27	III-Sem	24
				IV-Sem	26	IV-Sem	24	IV-Sem	14
B.A.-III	13 (Non Sem)	07 (Non Sem)		20 (Non Sem)		V-Sem	20	V-Sem	19
						VI-Sem	20	VI-Sem	19
B.Com.-I	Nil (Non Sem)	I-Sem	09	I-Sem	04	I-Sem	01	I-Sem	11
		II-Sem	11	II-Sem	10	II-Sem	01	II-Sem	06
<b>Total</b>	<b>41</b>	<b>106</b>		<b>132</b>		<b>133</b>		<b>130</b>	

### 14. Publications by faculty (Last 5 years):

Dr. J.A. Bagali, Head of Urdu Department published the following books in the last five years:

Sl. No	Name of the Books
01	Aaina Dar Aaina
02	Daccani Masnawiyat
03	Shanakht
04	Riyaasat-e- Karnatak mein Urdu Naatnigaari

### 15. Awards and recognition received by faculty (Last five years):

- The book “Aaina Dar Aaina” written by Dr. J. A. Bagali, Head of the department, was awarded with ‘Best Book’ under prose category by Karnataka Urdu Academy, Bangalore in the year 2006.
- Dr.J.A. Bagali, HoD, was nominated a member of Board of Studies in Urdu at Lingaraj College (Autonomous), Belgaum.
- Dr.J.A. Bagali, HoD, was nominated a member of Karnataka Urdu Academy, Bangalore in 2008.

- Prof. (Smt) N.A. Attar, the faculty of the department was nominated a Member, Board of Studies in Urdu, Karnatak University, Dharwad, for the Academic Years 2007-08, 2008-09 and 2009-10.
- Prof. (Smt) N.A. Attar, the faculty of the department was nominated a Member, Board of examinations, Department of Urdu, Karnatak University, Dharwad, for the Academic Years 2007-08, 2008-09 and 2009-10.

16. Faculty who have Attended State, National and International Seminar (Last five years)

Name of the faculty: Dr. J.A. Bagali

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	-	-	-	01
National	-	01	-	-	01
International	-	-	-	-	-

Name of the faculty: Prof. (Smt.) N.A. Attar

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009	2010
State	-	-	-	-	01	01
National	-	01	-	-	01	01
International	-	-	-	-	-	

17. Number of State / National / International Seminars, Workshops, Conferences organized (Last five years): Nil

18. No. of teachers engaged in consultancy and the revenue generated:  
02 Revenue Generated Rs. 15,000.

19. Number of Ongoing projects and its total outlay: Nil

20. Research projects completed during last two years & its total outlay:  
Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during the Last two years: Not Applicable.

23. Number of Books in the Departmental Library, if any: 188

24. Number of Journals / Periodicals in the department: 02

25. Number of Computers in the department: One

26. Annual Budget of the Department: Rs.5,000/-

Details:

1)	Journals & Books	:	Rs.1,000/-
2)	Project	:	Rs.1,000/-
3)	Stationery	:	Rs.1,000/-
4)	Awards to the Meritorious Students	:	Rs.1,000/-
5)	Department Functions	:	<u>Rs.1,000/-</u>
Total :			Rs.5,000/-

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## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Hindi**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **2/2**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **2/126**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students: **1:63**
9. Number of research scholars who had their Master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:

Year	Course	Semester	Papers
2008-09	BA	I & II	Basic & Optional
2008-09	B.Com	I & II	Basic
2009-10	BA	III & IV	Basic & Optional

11. Number of students passed NET/SLET etc.: **Not Applicable**

12. Success Rate of students (compared to the College average?)

Sl.No	Year	B.A. (Basic & Optional)		B.Com-I (Basic)	
		Dept. Pass Percentage	College Pass Percentage	Dept. Pass Percentage	College Pass Percentage
01	2004-05	78.33 %	70.18 %	93 %	80 %
02	2005-06	97.25 %	66.67 %	98 %	70 %
03	2006-07	98.80 %	81.25 %	100 %	47.61 %
04	2007-08	97.17 %	95.00 %	100 %	48.39 %
05	2008-09	100 %	91.67 %	98.5 %	67.72 %

## 13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	11 (Non Sem)	I-Sem	19	I-Sem	11	I-Sem	15	I-Sem	19
		II-Sem	15	II-Sem	22	II-Sem	14	II-Sem	09
B.A.-II	02 (Non Sem)	07 (Non Sem)		III-Sem	10	III-Sem	21	III-Sem	14
				IV-Sem	18	IV-Sem	26	IV-Sem	13
B.A.-III	01 (Non Sem)	01 (Non Sem)		10 (Non Sem)		V-Sem	12	V-Sem	21
						VI-Sem	11	VI-Sem	14
B.Com.-I	07 (Non Sem)	I-Sem	20	I-Sem	06	I-Sem	25	I-Sem	25
		II-Sem	15	II-Sem	05	II-Sem	17	II-Sem	15
<b>Total</b>	<b>21</b>	<b>77</b>		<b>82</b>		<b>141</b>		<b>130</b>	

Grand Total : 451

14. Publications by faculty (Last 5 years): NIL

15. Awards and recognition received by faculty (Last five years): NIL

16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. S. M. Maniyar

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	02	01	-	02
National	-	-	01	-	01
International	-	-	-	-	-

Name of the faculty: Prof. A. M. Dharwad

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	02	01	01	02
National	-	-	01	-	-
International	-	-	-	-	-

17. Number of State / National / International Seminars,  
Workshop, Conference organized (Last five years): Nil
18. No. of teachers engaged in consultancy and the revenue generated: NIL
19. Number of Ongoing projects and its total outlay: ONE (1)  
Title: Belgaum Nagar mei Lekhak our Kavi –Ek Sarvekshan.  
Total outlay: Rs. 2000 (Self financed)
20. Research projects completed during last two years & its total outlay: Nil
21. Number of inventions and patents: Not Applicable.
22. Number of Ph. D theses guided during  
the Last two years: Not Applicable.
23. Number of Books in the Departmental Library, if any:  
Total number of books : 308  
Total number of titles : 202
24. Number of Journals / Periodicals in the department: 02  
Names: 1) Bharat-Vani 2) Golkunda Darpan
25. Number of Computers in the department: ONE
26. Annual Budget of the Department: Rs. 3000/=
- Details:
- |            |                    |
|------------|--------------------|
| Books:     | Rs. 1000.00        |
| Journals   | Rs. 250.00         |
| Stationery | <u>Rs. 1750.00</u> |
| Total      | Rs. 3000.00        |

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## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: History & Archaeology
2. Year of Establishment: July 1983
3. Number of Teaching posts sanctioned and present position: 02 / 01
4. Number of Administrative Staff: Not Applicable
5. Number of Technical Staff: Not Applicable
6. Number of Teachers and Students: 1 / 183
7. Demand Ratio (No. of Seats: No. of applications): Not Applicable
8. Ratio of Teachers to Students : 1 : 183
9. Number of research scholars who had their master's degree from other institutions: Not Applicable
10. The year when the curriculum was revised last:  
B.A.-I 2005-06 / B.A.-II 2006-07 / B.A.-III 2007-08
11. Number of students passed NET/SLET etc. : Not Applicable  
(Last two years)
12. Success Rate of students (What is the pass percentage as compared to the College average?)

Sl.No	Year	Department Pass Percentage	College Pass Percentage
01	2004-05	76.61 %	70.18 %
02	2005-06	76.75 %	66.67 %
03	2006-07	74.60 %	81.25 %
04	2007-08	81.00 %	95.00 %
05	2008-09	76.33 %	91.67 %

13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	05 (Non Sem)	I-Sem	03	I-Sem	04	I-Sem	13	I-Sem	03
		II-Sem	03	II-Sem	05	II-Sem	03	II-Sem	07
B.A.-II	05 (Non Sem)	06 (Non Sem)		III-Sem	01	III-Sem	06	III-Sem	06
				IV-Sem	08	IV-Sem	10	IV-Sem	05
B.A.-III	04 (Non Sem)	04 (Non Sem)		03 (Non Sem)		V-Sem	04	V-Sem	09
						VI-Sem	07	VI-Sem	10

14. Publications by faculty (Last 5 years):

- Opinions on educational matters were published in the 'Deccan Herald' Newspaper dated: 15-08-2007, 16-12-2007 & 01-09-2008.
- Paper presented on 'Best Practices in Students Evaluation System' at Two-day State level conference held at Maratha Mandal Degree College on 17<sup>th</sup> & 18<sup>th</sup> April 2009 and the same was published in the Conference proceedings.

15. Awards and recognition received by faculty (Last five years):

- Nominated as a co-opt member to the 'Board of Studies in History' of Lingaraj College [Autonomous], Belgaum.

16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. M. Maheen

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	01	01	-	-	-
National	-	-	-	02	02
International	-	-	-	-	-

17. Number of State / National / International Seminars, Workshops, Conferences organized (Last five years): Nil

18. Number of teachers engaged in consultancy and the revenue generated:

One. Rs.5000 (Annually).

19. Number of Ongoing projects and its total outlay: One. Total outlay: Rs 2000 (The project is self financed and the faculty and department students are involved)

20. Research projects completed during last two years & its total outlay:  
Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during  
the Last two years: Not Applicable

23. Number of Books in the Departmental Library, if any: 100

24. Number of Journals / Periodicals in the department: One Journal.

25. Number of Computers in the department: One

26. Annual Budget of the Department: Rs. 10,000.

Details:

Study Tour: Rs. 5000

Project Works by students: Rs. 2000

Subject Journals Rs. 1000

Department Functions Rs. 2000

Total Rs.10,000

## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Sociology**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned  
And present position: **02/02**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **02/195**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students: **1: 98**
9. Number of research scholars who had their  
Master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:  
B.A.I - 2005-06  
B.A.II - 2006-07  
B.A.III - 2007-08
11. Number of students passed NET/SLET etc.: **Not Applicable**  
(Last two years)
12. Success Rate of students (What is the pass percentage as compared to  
the college average?)

Sl.No	Year	Department Pass Percentage	College Pass Percentage
01	2004-05	87 %	70.18 %
02	2005-06	77 %	66.67 %
03	2006-07	86 %	81.25 %
04	2007-08	89 %	95.00 %
05	2008-09	93 %	91.67 %

13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	05 (Non-Sem)	I-Sem	04	I-Sem	18	I-Sem	18	I-Sem	15
		II-Sem	12	II-Sem	15	II-Sem	09	II-Sem	26
B.A.-II	10 (Non Sem)	01 (Non Sem)		III-Sem	15	III-Sem	22	III-Sem	39
				IV-Sem	23	IV-Sem	18	IV-Sem	20
B.A.-III	03 (Non Sem)	06 (Non Sem)		10 (Non Sem)		V-Sem	17	V-Sem	17
						VI-Sem	37	VI-Sem	32
Total	18	23		81		121		149	

14. Publications by faculty (Last 5 years): Nil

15. Awards and recognition received by faculty (Last five years): Nil.

16. Faculty who have Attended State, National and International Seminars / Conferences / Workshops etc (Last five years)

Name of the faculty: Prof. N. J. Kattimani.

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	01	01	-	01	04
National	-	-	01	-	-
International	-	-	-	-	-

Name of the faculty: Prof. (Smt) T. N. Kotwal

Seminar / Conference / Workshop /etc	2005	2006	2007	2008	2009
State	-	-	-	-	02
National	-	-	01	-	02
International	-	-	-	-	-

17. No. of State / National / International Seminars / Workshops / Conferences / organized (Last five years): Nil

18. No. of teachers engaged in consultancy and the revenue generated:  
Nil

19. Number of Ongoing projects and its total outlay: Nil

20. Research projects completed during last two years & its total outlay:  
Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during the last two years: NA

23. Number of Books in the Departmental Library, if any: 182

24. Number of Journals / Periodicals in the department: One Journal.

25. Number of Computers in the department: One

26. Annual Budget of the Department: Rs 10,000

Details

1) Study Tour	Rs 5000
2) Project works by students	Rs 2000
3) Subject Journals	Rs 1000
4) Department Functions	Rs 2000

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Total	Rs. 10,000
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## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Political Science**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **2 / 2**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **2 / 231**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students : **1: 116**
9. Number of research scholars who had their master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:
 

2005-06	B.A.I
2006-07	B.A.II
2007-08	B.A.III
11. Number of students passed NET/SLET etc.: **Not Applicable**  
(Last two years)
12. Success Rate of students (What is the pass percentage as compared to the college average?)

Sl.No	Year	Department Pass Percentage	College Pass Percentage
01	2004-05	75.50 %	70.18 %
02	2005-06	88.75 %	66.67 %
03	2006-07	78.60 %	81.25 %
04	2007-08	80.66 %	95.00 %
05	2008-09	97.83 %	91.67 %

13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.A.-I	Nil (Non Sem)	I-Sem	01	I-Sem	04	I-Sem	Nil	I-Sem	11
		II-Sem	03	II-Sem	02	II-Sem	01	II-Sem	01
B.A.-II	Nil (Non Sem)	01 (Non Sem)		III-Sem	01	III-Sem	04	III-Sem	01
				IV-Sem	Nil	IV-Sem	11	IV-Sem	02
B.A.-III	01 (Non Sem)	Nil (Non Sem)		Nil (Non Sem)		V-Sem	02	V-Sem	14
						VI-Sem	03	VI-Sem	11
Total	<b>01</b>	<b>05</b>		<b>07</b>		<b>21</b>		<b>40</b>	

14. Publications by faculty (Last 5 years): Nil

15. Awards and recognition received by faculty (Last five years): Nil

16. Faculty who have Attended State, National and International Seminars (Last five years)

Prof. D.A. Gajbar

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	02	02	01	-	03
National	-	-	-	-	01
International	-	-	-	-	-

Prof. S.R. Mulla

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	02	02	01	-	03
National	-	-	-	-	01
International	-	-	-	-	-

17. Number of State / National / International Seminars, Workshop, Conference organized (Last five years): Nil

18. Number teachers engaged in consultancy and the revenue generated:

One and consultancy is given on honorary basis.

19. Number of Ongoing projects and its total outlay: Nil

20. Research projects completed during last two years & its total outlay:  
Nil



21. Number of inventions and patents: Not Applicable.
22. Number of Ph. D theses guided during  
the Last two years: Not Applicable.
23. Number of Books in the Departmental Library, if any: 114
24. Number of Journals / Periodicals in the department: One Journal
25. Number of Computers in the department: One
26. Annual Budget of the Department: Rs.10,000/-

Details:

Study Tours	:	Rs.5,000/-
Project work by students	:	Rs.2,000/-
Subject Journals	:	Rs.1,000/-
Department Functions	:	Rs.2,000/-
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		Rs.10,000/-

## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Economics**
2. Year of Establishment: July 1983
3. Number of teaching posts  
Sanctioned and present position: 3 / 3  
(One on deputation)
4. Number of Administrative Staff: Not Applicable
5. Number of Technical Staff: Not Applicable
6. Number of Teachers and Students: 2 / Commerce: 228  
Arts: 63  
Total Students: 291
7. Demand Ratio (No. of Seats: No. of applications): Not Applicable
8. Ratio of Teachers to Students: 1:145
9. Number of research scholars who had their  
master's degree from other institutions: Not Applicable
10. The year when the curriculum was revised last:

2005-06	B.Com-I (I & II Sem)	2005-06	B.A.-I (I & II Sem)
2006-07	B.Com-II (III & IV Sem)	2006-07	B.A.-II (III & IV Sem)
2007-08	B.Com-III (V & VI Sem)	2007-08	B.A.-III (V & VI Sem)

11. Number of students passed NET/SLET etc.: Not Applicable  
(Last two years)

12. Success Rate of students (What is the pass percentage as compared to the college average?)

Sl.No	Year	B.A.		B.Com	
		Dept. Pass Percentage	College Pass Percentage	Dept. Pass Percentage	College Pass Percentage
01	2004-05	68 %	70.18 %	94.44 %	88.89 %
02	2005-06	56 %	66.67 %	92.85%	93.00 %
03	2006-07	75 %	81.25 %	100 %	77.78 %
04	2007-08	86 %	95.00 %	100 %	79.06 %
05	2008-09	77 %	91.67 %	100 %	82.60 %

13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

**Arts Section BA-I, B.A-II & BA-III**

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
<b>B.A.-I</b>	Nil (Non Sem)	I-Sem	Nil	I-Sem	Nil	I-Sem	05	I-Sem	01
		II-Sem	Nil	II-Sem	Nil	II-Sem	06	II-Sem	Nil
<b>B.A.-II</b>	Nil (Non Sem)	Nil (Non Sem)		III-Sem	03	III-Sem	Nil	III-Sem	10
				IV-Sem	01	IV-Sem	Nil	IV-Sem	10
<b>B.A.-III</b>	01 (Non Sem)	Nil (Non Sem)		Nil (Non Sem)		V-Sem	03	V-Sem	Nil
						VI-Sem	07	VI-Sem	01
<b>Total</b>	<b>01</b>	<b>-</b>		<b>4</b>		<b>21</b>		<b>22</b>	

**Commerce Section: B.Com-I, B.Com-II & B.Com-III**

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
<b>B.COM-I</b>	03 (Non Sem)	I-Sem	04	I-Sem	02	I-Sem	03	I-Sem	14
		II-Sem	12	II-Sem	09	II-Sem	06	II-Sem	22
<b>B.COM II</b>	Nil (Non Sem)	03 (Non Sem)		III-Sem	05	III-Sem	08	III-Sem	18
				IV-Sem	30	IV-Sem	15	IV-Sem	25
<b>B.COM.-III</b>	03 (Non Sem)	Nil (Non Sem)		04 (Non Sem)		V-Sem	05	V-Sem	31
						VI-Sem	38	VI-Sem	32
<b>Total</b>	<b>06</b>	<b>16</b>		<b>46</b>		<b>75</b>		<b>142</b>	

14. Publications by faculty (Last 5 years): Nil

15. Awards and recognition received by faculty (Last five years): Nil.

16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. D.B. Zare

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	-	01	01	04
National	-	-	-	-	-
International	-	-	-	-	-

Name of the faculty: Prof. S.A. Mulla

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	01	03	01	02	05
National	-	-	-	-	-
International	-	-	-	-	-

17. Number of State / National / International Seminars, Workshops, Conferences organized (Last five years): Nil

18. No. of teachers engaged in consultancy and the revenue generated:  
One

19. Number of ongoing projects and its total outlay: Nil

20. Research projects completed during last two years & its total outlay:  
Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during the Last two years:  
Not Applicable.

23. Number of Books in the Departmental Library, if any: 40

24. Number of Journals / Periodicals in the department: One Journal

25. Number of Computers in the department: One

26. Annual Budget of the Department: Rs.10,000/-

Details:

1)	Study Tour	:	Rs.2, 000/-
2)	Project Work by the Students	:	Rs.2, 000/-
3)	Subject Journal	:	Rs.1, 000/-
4)	Department Functions	:	Rs.5, 000/-
Total :			<u>Rs.10, 000/-</u>

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## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Statistics**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **01/01**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **1 / 70**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students : **1:70**
9. Number of research scholars who had their master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:

2005-06	B.A.-I
2006-07	B.A.-II
2007-08	B.A.-III
2006-07	B.Com-II
11. Number of students passed NET/SLET etc.: **Not Applicable**  
(Last two years)

12. Success Rate of students (What is the pass percentage as compared to the college average?)

Sl.No	Year	B.A.		B.Com-II	
		Dept. Pass Percentage	College Pass Percentage	Dept. Pass Percentage	College Pass Percentage
01	2004-05	100.00 %	85.71 %	100.00 %	85.71 %
02	2005-06	93.33 %	77.78 %	94.40 %	77.78 %
03	2006-07	100.00 %	80.95 %	97.65 %	90.91 %
04	2007-08	100.00 %	78.75 %	100.00 %	78.65 %
05	2008-09	100.00 %	54.79 %	99.10 %	54.95 %

## 13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
<b>B.A.-I</b>	-- (Non Sem)	I-Sem	-	I-Sem	-	I-Sem	07	I-Sem	02
		II-Sem	-	II-Sem	-	II-Sem	05	II-Sem	01
<b>B.A.-II</b>	04 (Non Sem)	-- (Non Sem)		III-Sem	-	III-Sem	-	III-Sem	06
				IV-Sem	02	IV-Sem	-	IV-Sem	05
<b>B.A.-III</b>	02 (Non Sem)	01 (Non Sem)		-- (Non Sem)		V-Sem	02	V-Sem	-
						VI-Sem	02	VI-Sem	-
<b>B.Com.-II</b>	12 (Non Sem)	02 Non-Sem		III-Sem	21	III-Sem	39	III-Sem	27
				IV-Sem	29	IV-Sem	28	IV-Sem	27
<b>Total</b>	<b>18</b>	<b>03</b>		<b>52</b>		<b>83</b>		<b>68</b>	

14. Publications by faculty (Last 5 years): Nil

15. Awards and recognition received by faculty (Last five years): Nil.

16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. (Smt.) S.D. Nadaf

- i) One national level seminar, two national level conferences and one state level conference in 2009.
- ii) One state level seminar, one national level seminar and one workshop in 2010.

17. Number of State / National / International Seminars, Workshops, Conferences organized (Last five years): Nil

18. No. of teachers engaged in consultancy and the revenue generated:  
One. Revenue Generated: Rs.2000 (Annually)

19. Number of ongoing projects and its total outlay: Nil

20. Research projects completed during the last two years & its total outlay: Nil

21. Number of inventions and patents: Not Applicable.

22. Number of Ph. D theses guided during the Last two years:  
Not Applicable.

23. Number of Books in the Departmental Library, if any: 50

24. Number of Journals / Periodicals in the department: One Journal

25. Number of Computers in the department: One

26. Annual Budget of the Department: Rs.5,000/-

Details:

1)	Project work by students	:	Rs.1,000/-
2)	Department functions	:	Rs.2,000/-
3)	Awards to the Meritorious students	:	Rs.1,000/-
4)	Journals and Stationery	:	Rs.1,000/-
Total :			<u>Rs.5,000/-</u>



## PROFILE OF THE DEPARTMENT

[Academic Year 2009-10]

1. Name of the Department: **Commerce**
2. Year of Establishment: **July 1983**
3. Number of Teaching posts sanctioned and present position: **04 / 02**
4. Number of Administrative Staff: **Not Applicable**
5. Number of Technical Staff: **Not Applicable**
6. Number of Teachers and Students: **3 / 228**
7. Demand Ratio (No. of Seats: No. of applications): **Not Applicable**
8. Ratio of Teachers to Students: **1:76**
9. Number of research scholars who had their master's degree from other institutions: **Not Applicable**
10. The year when the curriculum was revised last:
 

2005-06	B.Com. I & II Sem
2006-07	B.Com. II & III Sem
2007-08	B.Com. V & VI Sem
11. Number of students passed NET/SLET etc. : **Not Applicable**  
(Last two years)
12. Success Rate of students (What is the pass percentage as compared to the college average?)

Sl.No	Year	Department Pass Percentage*	College Pass Percentage
01	2004-05	84.87 %	88.89 %
02	2005-06	79.09 %	93.00 %
03	2006-07	76.76 %	77.78 %
04	2007-08	74.04 %	79.06 %
05	2008-09	73.95 %	82.60 %

\* Average of the last five years.

### 13. Number of University Distinctions / Ranks (Last Five Years)

The Chart showing the number of **Distinctions** in the last five years

Class	2004-05	2005-06		2006-07		2007-08		2008-09	
B.Com.-I	03 (Non Sem)	I-Sem	04	I-Sem	02	I-Sem	03	I-Sem	05
		II-Sem	12	II-Sem	09	II-Sem	06	II-Sem	05
B.Com.-II	Nil (Non Sem)	03 (Non Sem)		III-Sem	05	III-Sem	08	III-Sem	05
				IV-Sem	30	IV-Sem	15	IV-Sem	03
B.Com.-III	03 (Non Sem)	Nil (Non Sem)		04 (Non Sem)		V-Sem	05	V-Sem	18
						VI-Sem	38	VI-Sem	14
<b>Total</b>	<b>06</b>	<b>19</b>		<b>50</b>		<b>75</b>		<b>50</b>	

### 14. Publications by faculty (Last 5 years):

Prof. I.B. Tahasildar, a faculty of the department presented his paper at a National Seminar held at Anjuman Arts, Commerce & Science College, Bijapur and the same was published in the Proceedings of the seminar.

### 15. Awards and recognition received by faculty (Last five years):

Prof. I.B. Tahasildar was invited as a guest of honour by Mr. Kareemkhan Sanadi Tax Practitioner to the 'Opening-Ceremony' of his new office at Belgaum. On the occasion Prof. I.B. Tahasildar was felicitated for his dedicated service as a commerce lecturer.

### 16. Faculty who have Attended State, National and International Seminars (Last five years)

Name of the faculty: Prof. B.T. Mugut (H.O.D. of Commerce)

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	-	-	-	03
National	01	-	-	01	02
International	-	-	-	-	-

Name of the faculty: Prof. I.B. Tahasildar (Faculty in Commerce)

Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	01	03	-	01	04
National	01	-	-	03	01
International	-	-	-	-	01

17. Number of State / National / International Seminars,  
Workshops, Conferences organized (Last five years): Nil
18. No. of teachers engaged in consultancy and the revenue generated: 02
1. Prof. B.T. Mugut provides Sale tax consultancy service to petty business men on honorary basis.
  2. Prof. I.B. Tahasildar provides income tax consultancy on honorary basis to his colleagues and friends.
19. Number of Ongoing projects and its total outlay: Nil
20. Research projects completed during last two years & its total outlay:  
The department completed three minor project works (Self financed) during the academic year 2008-09.
21. Number of inventions and patents: Not Applicable.
22. Number of Ph. D theses guided during the Last two years:  
Not Applicable.
23. Number of Books in the Departmental Library, if any: 250 books
24. Number of Journals / Periodicals in the department: One
25. Number of Computers in the department: One
26. Annual Budget of the Department: Rs.20,000/-

Details;

1)	Study Tours	:	Rs.10,000/-
2)	Project works by students	:	Rs. 3,000/-
3)	Subject journals	:	Rs. 2,000/-
4)	Department functions	:	Rs. 5,000/-
			-----
Total			Rs. 20,000/-

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## **EXECUTIVE SUMMARY**

### **Criterion- I**

#### **CURRICULAR ASPECTS**

Since its establishment in 1983, the Institution has been under taking curricular, co-curricular and extra-curricular activities to materialize its mission i.e. 'An Educated, vibrant and pro-active society'. Under the broad spectrum of our vision, mission and objectives the co-curricular and extra-curricular programmes are designed and developed.

As the college is affiliated one, it has limited role to design its curriculum. The parent University prescribes the curriculum and the same is duly supported by the institution, and takes up the responsibility of imparting it to the students through B.A and B.Com. programmes.

Both the programmes are based on the intellectual, academic and training aspects and are relevant to present day trends taking place in regional and national levels. Both the programmes have the computer application subject as compulsory paper and equip the students to meet the competitive employment market.

The departments of the college have sufficient freedom to design their co-curricular and extra-curricular activities. While preparing their co-curricular activities, the departments focus on the skill development aspects based on syllabus, and train the students to face the emerging trends globally. The feedback from the students, alumni and parents is analyzed and its results are used for the growth of the institution.

Our teachers ignite the minds of students by imparting the knowledge systematically. So, the students who pass out from our institution would have all-round development of their personality.

## Criterion – II

### **TEACHING, LEARNING AND EVALUATION**

In view of the thrust given on quality enhancement, the college has taken a serious effort to improve the teaching, learning and evaluation process in the post accreditation period.

The college gives wide publicity through print and electronic media about the programmes and facilities available in the institution. The college admission committee carries the process of admission and ensures admission to the eligible students belonging to different sections of society.

Considerable stress is given to Bridge Course, Remedial and Enrichment Classes, students' Feedback on Teachers, Self-Appraisal by teachers, Periodical Internal Assessment Tests, implementation of Academic Calendar and Teaching-Plan, all these guarantee a positive impact on the teaching learning evaluation process.

The lecture method is supplemented by modern teaching methods like Interactive method, use of OHP and Power Point Presentation through LCD, Home Assignment, Class-room Seminar, Syllabus based Objective Type Test, Group Discussion, Field visit and Project- work, Inplant training for experimental learning - help the students in enhancing their personality that enable them to face global competencies.

The college has made available a good number of facilities like well equipped library, sports departments, computer lab, free access of Internet, department libraries, well qualified teaching faculties, etc. which have been instrumental in rendering teaching learning process orderly focused and specific.

In view of the thrust given on quality teaching, the college has 20 fulltime permanent teachers. They are qualified and competent to handle

the classes. The teachers have been trained in use of computers, internet and other teaching aids.

The teachers are deputed to attend seminars / conferences / workshops with duty leave to enrich themselves with the latest knowledge. A good number of reference books, subject journals, internet facility, seed money for research work and separate cabins have been provided to teachers to update their knowledge and carry out their academic activities smoothly.

The college has limited role in the evaluation process as it is an affiliated institution. The college and the university share 20: 80 ratio in the evaluation process. The college conducts two Internal Assessment Tests for 10 marks each; the University conducts examinations for 80 marks on each paper. The students are well informed about the facilities available in respect of evaluation with the affiliated University such as re-totalling, re-valuation, appearing for improvement, etc.

### Criterion – III

## **RESEARCH, CONSULTANCY AND EXTENSION**

The Institution believes that research is a part and parcel of higher education institution's activities. The research activities are moderate in the institution as it is imparting only under graduate courses. Honest efforts have been made by the management to facilitate research among the faculty and students. The 'Research Forum' has been established recently to promote research activities in the institution. A good number of subject journals are subscribed and internet facility is made available to get latest information. The department planning forums design its co-curricular activities with field visit, project work, in plant training etc to inculcate the research temperament among the students. The faculty members are encouraged to attend and present papers in seminars /

conferences / workshops by providing seed money to prepare research paper and duty leave to attend academic events sponsored by UGC and other funding agencies.

At present the college has three Ph.D, three M.Phil faculties and one faculty is a research guide. One faculty is pursuing Ph.D and another one is doing M.Phil. Other faculty members are making sincere efforts to join research activities.

The college has yet to start formal consultancy services. However, a few faculty members are providing consultancy in teaching, examination work and taxation on their own. A lot of informal consultancy is sought from the faculties by individuals on career guidance and counselling for students.

The institution is discharging its social responsibilities and obligation by conducting extension activities. The college NSS unit and a few departments conduct extension activities on medical, hygienic, literacy, women issues, human rights etc. The college through its extension activities has established link with communities in a better and organized way.

#### Criterion – IV

### **INFRASTRUCTURE AND LEARNING RESOURCES**

The college campus located in the heart of the city spreads over 21 acres 36 guntas of land. The main building of the college measures 2016 sq.meter with well ventilated spacious class rooms, library, computer lab, staff cabins and a beautiful auditorium. The green garden and sports ground add attraction to the campus.

The campus facilities are sufficient to carry out the curricular, co-curricular and extra-curricular activities. The college library with 6782 volumes of books is the backbone of the academic activities. The library is

fully automated with barcode system. It has a good number of subject journals, magazines, news papers and other periodicals. Xerox machine is installed to give copier facility to the reference section of the library. The Library advisory & development committee is functioning effectively to achieve its task of satisfactory service of library to its users.

The college computer lab has 12 systems with broad band internet connection. The lab is air conditioned and made free from air and sound pollution.

The well equipped sports department is educating and coaching sports men and athletes in a systematic manner. The sports men are given incentives and sports dresses to encourage their sports spirit. The MoU with reputed physical education college in the city has enhanced the sports activities to the maximum extent. Conducting inter-collegiate and University zonal level tournaments is a regular practice of the sports department.

Separate teaching-staff cabins, rest room for lady students, health centre, canteen, telephone facility, purified drinking water, use of OHP and LCD while teaching, specious auditorium, periodically updated website etc are unique features of our infrastructure.

#### Criterion-V

### **STUDENTS SUPPORT & PROGRESSION**

The student-strength of the college is growing year by year and it comprises of a good number of students belonging to socially and economically backward communities like SC / ST and OBCs . The institution feels pride to highlight the fact that the girl-students' performance in the university examinations is always excellent. The average pass percentage of the girl-student in Arts section is 85 % and Commerce section is 100 % in the last five years.



The students support system such as Adapt and Excel for personal care, Students Welfare Officer, SC/ST Cell, Ladies Association for girl students' care, Placement Cell, Book Bank Facility, Career Guidance and Counselling Cell etc. are effective to carryout the students support activities.

The performance of the students in the University examination is generally excellent. B.A results are varying from 80 to 95 %, B.Com. results are 100 % in the last three academic years at the course end examinations. The college felicitates the meritorious students with cash prizes who secure highest marks in the University examinations.

The students' participation and performances in sports is excellent. The sports teams of the college participated in many district, state and inter collegiate tournaments and secured prizes. The role of NSS unit is equally commendable and it played a vital role in establishing link with neighbourhood communities by conducting camps in the near by villages. The college alumni association is actively participating in the growth of the institution. It donates books to central library and department libraries; also it extends financial help to poor students.

Students' council is acting as the students' representative body that works for the welfare of the students. The students are members of the various co-curricular and administrative committees and are contributing in the growth of the institution.

### Criterion- VI

## **GOVERNANCE AND LEADERSHIP**

The organizational sector of the institution for the governance has three tiers i.e the governing council, the principal and college committees. The college committees headed by the faculties play a vital role and strengthen the hands of the management and principal in materializing the

vision and mission of the institution. The governing responsibilities are decentralized among the management governing council, the principal and college committees.

The principal conducts staff meetings and takes decisions on curricular, co-curricular and extra-curricular matters of the college. The governing council of the college takes decisions on periodical increments of the staff, promotion, leave encashment and other service conditions of the staff; and the decisions taken are in adherence to the rules and regulation of the government of the Karnataka, UGC and parent University.

The college IQAC with the principal as its chairman designs, develops and monitors the various academic and administrative activities of the institution.

The dynamic leadership by the management helps in improving infrastructure, quality education and implementing the social responsibilities of the institution.

### Criterion-VII

## **INNOVATIVE PRACTICES**

The institution has taken serious efforts to promote innovative practices / best practices to ensure quality in higher education in the present globalized world. The college IQAC designs, develops and monitors the various innovative practices which bring quality in all academic and administrative aspects of the institution.

The department planning forums formulate curricular and co-curricular activities of their respective departments independently, the 'Students Monitoring Register' to assess the academic performance of the students, the 'Research Forum' to inculcate research culture among the teachers and students, the 'Readers Club' to infuse the reading habits

among the students, 'Adapt and Excel' programme to take personal care of the students are some of the unique and innovative practices which have been adopted by the institution.

The institution gives special attention to the students who belong to socially backward classes like SC / ST and OBCs. Also the economically weaker students and physically challenged students are provided all possible help to overcome their problems. The rural and tribal background students are given opportunities to develop their standard of education through bridge courses and remedial classes.

Girl students are given priority in admission to maintain gender balance among the student-strength. 'Mother Care' is given to the girl students by the Ladies' Association of the college.

To promote social justice and responsibilities of good citizenship among the students, the college conducts extension activities. The College NSS unit organises camps in the neighbourhood villages to carry out social welfare activities. Visits to prison, old age homes, blind schools and orphanages and help to the inmates of these are regular practices of the students and staff.

All the stakeholders of the institution – the management, principal, staff, students, alumni and parents equally share their responsibilities in planning and implementation of innovative practices in the institution and make quality education a reality at this college.

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## **Criterion - I**

### **CURRICULAR ASPECTS**

#### **1.1 Curriculum Design and Development**

1.1.1 State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

#### **VISION**

‘An Educated, Vibrant and Pro-Active Society’

#### **MISSION**

‘Improving the life standard of the minority and downtrodden people of this region through value based Education’

#### **GOALS AND OBJECTIVES**

- To create healthy atmosphere for the development of education among the underprivileged youths.
- To inculcate self-respect, discipline, social service and patriotism through value-based education.
- To provide a quality education without any discrimination of caste and creed.
- To motivate the students for higher education.
- To impart updated knowledge in the field of Arts & Commerce to the students.
- To sharpen the students’ skill needed for the modern business world.
- Empowerment of women through higher education.
- To inculcate research culture among the teachers and students.
- To develop religious-harmony through cultural activities.

The vision, mission and goals & objectives of the institution are made known to the staff, students and other stakeholders through display boards. The vision and mission display boards are fixed on the wall of main corridor, library, and the principal's chamber. In addition to that it is regularly published in the college prospectus, college magazines and college website. Also it is readout at the welcome function for the first year students in the beginning of every academic year.

1.1.2 How does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientation?

The mission statement of the College focuses on the improvement of the society in general, the minorities and the downtrodden in particular to meet the maximum standard of life through value & quality based higher education. The College, since its establishment inculcates self respect, discipline and patriotism through its co-curricular & extra curricular activities.

1.1.3 Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed / adopted, address the needs of the society and have relevance to the regional / national and global trends and developmental needs? (access to the Disadvantaged, Equity, Self development, Community and National Development, Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)

Yes. As the institution is affiliated one, it has no role to design the academic programmes directly. However the college has developed its co-curricular and extra curricular programmes to address the needs of the society. The two programmes (BA and B.Com) focus on the intellectual, academic and training aspects. All sections of the society including the socially and

economically disadvantaged aiming at self respect, social justice, equality, value orientation and employment can easily access the programmes.

Both the programmes are relevant to the regional and national trends and development needs as the programmes are based on the intellectual, academic and training aspects. Through the curriculum the students' knowledge is updated in tune with the developments which take place in national and global level due to the introduction of information and communication technology. The students are assigned to undertake project work related to commercial and industrial organization. The students are trained well through the communication skill and personality development programmes to meet the growing competition and employment opportunities.

1.1.4 How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?

The BA program has 'Computer Application' subject as a compulsory paper in its fourth semester; which provides basic computer knowledge including internet, is taught through theory and practical.

The B.Com programme has Computer Application subject as a compulsory paper from its 2<sup>nd</sup> to 6<sup>th</sup> semester in which Data Base Management System, M.S. Access Database Package, C<sup>++</sup>, Java Programming, Tally, E-Commerce etc are taught through theory and practical for equipping the students to meet the competitive employment market.

1.1.5 Specify the initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers, and communicating the information and feedback for appropriate inclusion and decisions in

statutory academic bodies, Membership of BOS and by sending agenda items etc.)

As the college is affiliated to the university; it has limited scope in the curriculum design and development process. However, the college takes feedback from the students at the end of their course and it is sent to the appropriate academic bodies. The faculties also review the syllabus and send their observation to the concerned board of studies. A few faculty of the college are the members of the University Board of Studies and are contributing towards the revision of the curriculum of their subjects concerned.

## 1.2 Academic Flexibility

### 1.2.1 What are the range of programme options available to learners in terms of Degrees, Certificates and Diplomas?

The college has only UG programme such as B.A. and B.Com. The following is the range of programme options available to the students:

#### B.A. Course

- B.A. Part-I (I & II Semester)
- First Basic: English
- Second Basic: Any one of the following languages:

Kannada	Urdu	Hindi
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- Optional Subjects: The students shall offer any one of the following subject combinations consisting of three optional subjects of equal importance:

1	Kannada	Sociology	History
2	Kannada	Sociology	Economics
3	Urdu	Sociology	History
4	Urdu	Political Science	History
5	Hindi	Sociology	History
6	Hindi	Political Science	History
7	App. Statistics	History	Economics
8	Geography	Sociology	Economics
9	Agri. Marketing	Sociology	History
10	Geography	Sociology	History

**Compulsory Papers:**

- Indian Constitution (I-Semester)
- Environmental Studies and Human Rights (II-Semester)

**B.A. Part-II (III & IV Semester)**

The Students have to study the same subjects (Basic & Optional) offered at B.A. Part-I class.

**Compulsory Papers:**

- Personality Development & Communication Skills (III-Semester)
- Computer Applications (IV-Semester)

**B.A. Part-III (V & VI Semester)**

**Basic Language:** In V & VI Semester the students have to study only one basic language for 100 marks from any of the following:

Kannada / Hindi / Urdu / English

**Optional Subjects:** The students have to study the same optional subjects studied in the previous classes but there shall be two papers (Paper-I & paper-II) for each optional subject. (Each paper carrying 100 marks, total 600 marks for optional subject papers.)

**B.Com. Course**

**Batchelor of Commerce (B.Com) Semester Wise Papers**

<b>I - Semester</b>	<b>II - Semester</b>
<ul style="list-style-type: none"> <li>➤ First Basic: English</li> <li>➤ Second Basic: Any one of the following languages: <b>Kannada / Urdu / Hindi</b></li> </ul> <p><b>Core Papers:</b></p> <ol style="list-style-type: none"> <li>1. Financial Accounting P-I</li> <li>2. Secretarial Practice</li> <li>3. Managerial Economics P-I</li> <li>4. Principles of Marketing</li> <li>5. <u>Compulsory Paper:</u> Indian Constitution</li> </ol> <p><b>For Non-Commerce</b></p> <ol style="list-style-type: none"> <li>1. Spl. Commerce</li> <li>2. Spl. Accountancy</li> </ol>	<ul style="list-style-type: none"> <li>➤ First Basic: English</li> <li>➤ Second Basic: Any one of the following languages: <b>Kannada / Urdu / Hindi</b></li> </ul> <p><b>Core Papers:</b></p> <ol style="list-style-type: none"> <li>1. Financial Accounting P-II</li> <li>2. Managerial Economics P-II</li> <li>3. Entrepreneurship Development and Small Enterprises Management</li> <li>4. Computer Application in Business – I</li> </ol> <p><u>Compulsory Paper:</u> Business Communication Skills</p>



III - Semester	IV – Semester
<b>Core Papers</b> <ol style="list-style-type: none"> <li>1. Corporate Accounting-I</li> <li>2. Business Statistics/ Commercial-Arithmetic P-I</li> <li>3. Monetary Economics</li> <li>4. Accounting Theory</li> <li>5. Business Environment</li> <li>6. Principles &amp;Practice of Management</li> <li>7. Computer Application P-II</li> </ol>	<b>Core Papers:</b> <ol style="list-style-type: none"> <li>1. Corporate Accounting-II</li> <li>2. Business Statistics / Commercial Arithmetic P-II</li> <li>3. International Economics</li> <li>4. Indian Financial System</li> <li>5. Modern Banking</li> <li>6. International Business</li> <li>7. Computer Application P-III</li> </ol>
V-Semester	VI - Semester
<b>Core Papers:</b> <ol style="list-style-type: none"> <li>1. Principles of Financial Management</li> <li>2. Human Resource Management</li> <li>3. Principle and Practice of Auditing</li> <li>4. Indian Economy</li> <li>5. Computer Application P- IV</li> </ol> <b>Optional Papers:</b> <ol style="list-style-type: none"> <li>1. Cost Accounting P-I</li> <li>2. Income Tax P-I</li> </ol>	<b>Core Papers:</b> <ol style="list-style-type: none"> <li>1. Industrial Economics</li> <li>2. Business Laws</li> <li>3. Financial Services</li> <li>4. Principles of Management Accounting</li> <li>5. Computer Application P-V</li> </ol> <b>Optional Papers</b> <ol style="list-style-type: none"> <li>1. Cost Accounting P-II</li> <li>2. Income Tax P-II</li> </ol>

1.2.2 Give details on the following provisions with reference to academic flexibility, value addition and course enrichment:

- a) Core options: Students are allowed to choose the core options irrespective of their subjects studied at PUC level.
- b) Elective options: The University did not introduce any elective papers.
- c) Add on courses: The college has not started any add on courses, However, the students are allowed to take advantage of add on courses conducted by the neighboring colleges. The college is waiting for UGC funds to start add on courses.
- d) Interdisciplinary courses: No inter-disciplinary courses are introduced by the University.

e) Flexibility to the students to move from one discipline to another: The University has no provision to move from one discipline to another in the middle of the course.

f) Flexibility to pursue the programme with reference to the time frame (flexible time for completion)

The University has fixed 3 years 'course Duration' for BA and B.Com. However, the students can complete their degree even after the completion of the course duration period under the semester system in which the student is admitted.

12.3 Give details of the programmes and other facilities available for international Students (if any)

No foreign students are admitted to the course in the last few years. The same existing programmes and facilities are available for international students, if they apply for admission.

1.2.4 Does the institution offer any self-financed programmes in the institution? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification and salary etc.

No self financed programmes are offered by the college.

1.3 Feedback on Curriculum

1.3.1. How does the college obtain feedback on curriculum from

- a) Students: A separate committee is constituted every year including Principal, a Faculty and one office staff to take feedback on curriculum in a set of questionnaires supplied by the NAAC.
- b) Alumni: Every year at the end of the academic year Feedback is taken from the alumni at the alumni meeting and the same is sent to the authority concerned.
- c) Parents: The College convenes the Parent Meet every year in which feed back is taken from them.

d) Employer/ Industries: No

e) Academic Peer : No

f) Community : No

1.3.2. How is the above feedback analyzed and the outcome / suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?

The feed back report is analyzed at IQAC meeting. The good and useful suggestions are communicated to the appropriate authority in the University.

#### 1.4 Curriculum update

1.4.1 What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

The college has no right to revise the syllabus as it is affiliated one. The university made the following revision during the last two years.

Academic Year	Classes	Semester	Subjects
2008-09	B.A. – I B.Com.-I	I & II Semester	Basic English Kannada (Basic & Optional) Hindi (Basic& Optional)
2009-10	B.A. - II	III & IV Semester	Basic English Kannada (Basic & Optional) Hindi (Basic& Optional)

Note: The syllabus changes every three years in respect of language subjects.

1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

The BOS of various departments of University design the curriculum for colleges. The curriculum bear adequate thrust on the advancement in socio economic fields, trade and commerce, information technology and value based education. Also, it has quality in all level expected by the NAAC.

- 1.4.3 Does the institution use the guidelines of statutory bodies (UGC/ AICTE / State Councils of HE and other bodies) for developing and/or restructuring the curricula?

The college follows the UGC guidelines wherever they are necessary. But not for developing and restructuring the curricula as it is under the purview of the University.

- 1.4.4 How are the existing courses modified to meet the emerging/ changing national and global trends?

Modifying or changing the course comes under the purview of the University to which the college is affiliated. The university modified the exiting course BA and B.Com. in the academic year 2005-06 by switching over to semester system with a syllabi to meet the emerging changes in national and global level.

## 1.5 Best Practices in Curricular Aspects

- 1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

The college has little chance to undertake any measures in respect of curriculum as it is affiliated to University. However, the college gives sufficient freedom to the departments to design their co-curricular and extra curricular activities.

The departments' planning forums design and develop their co-curricular activities which focus on the skill development aspects based on syllabus to meet the emerging trends in the field of Arts and Commerce.

- 1.5.2 What best practices in 'Curricular Aspects' have been planned/ implemented by the institution?

- ✓ The college has kept seven-subject combinations for Arts students (BA course) for their choice.

- ✓ Admission to BA and B.Com courses irrespective of students' PUC level subject combination.
- ✓ Many co-curricular activities in tune with the emerging trend in the fields of Arts and Commerce.
- ✓ Feedback on curriculum from Students, Alumni and Parents.

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### **Previous Peer Team's observations and Action Taken**

#### **I. What were the evaluative observations made under Curricular Aspects in the previous assessment report and how have they been acted upon**

Evaluative Observations Made by the NAAC Peer Team in the Previous Assessment Report:

##### **1. To start Science courses at the undergraduate level and some need based P.G. Courses.**

The college management has recently started Science Course at Pre-university level and is planning to start science course in undergraduate level. The college did not start any regular P.G. Courses with the affiliation of the parent university. However, the college signed MoU with the Directorate of Distance Education, Moulana Azad National Urdu University, Hyderabad in the year 2008-09 for establishing a study center. Accordingly, a study center of Moulana Azad National Urdu University has been established at our campus and they are offering U.G. and P.G. Courses.

##### **2. Start viable and job oriented courses:**

The college has applied for the permission from the parent university to start BBA and BCA courses.

#### **II. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Curricular Aspects?**

As the college is affiliated one, it has a limited scope to make changes in the curriculum; however the college effectively implemented the measures taken by the University.

- ◆ Introduction of semester system.
- ◆ The subject 'Computer Application' is made a compulsory paper for B.Com. course and B.A. IV Semester.
- ◆ Assessment on Teachers by the students twice in an academic year.
- ◆ Feedback on curriculum from Students, Alumni and Parents.

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## Criterion II

### TEACHING, LEARNING & EVALUATION

#### 2.1 Admission Process and Student Profile:

##### 2.1.1 How does the institution ensure wide publicity to the admission process?

- a. **Prospectus:** The College publishes its prospectus and the same is given to the students along with the application form.
- b. **Institutional Website:** The College publishes the information related to admission well in advance on its website.
- c. **Advertisement in Regional/ National Newspapers:** Advertisement regarding admissions is given in the local newspapers.
- d. **Any other (Specify):** Admission-advertisement is given on local TV. Pamphlets are printed and supplied to the people at their doors in surrounding rural areas.

##### 2.1.2 How are the students selected for admission to the following courses? Give the cut off percentage for admission at the entry level.

- a) **General:** The students are selected on the basis of marks obtained in the qualifying examination i.e PUC II year or equivalent and interview conducted by the examination committee. The rules & regulations laid down by the Government of Karnataka and the University to which the college is affiliated are followed. The college has 'Admission Committee' to monitor the process of admission.
- b) **Professional:** Not Applicable.
- c) **Vocational:** Not Applicable.

The cutoff percentage for the admission at the entry level is 35 %.

##### 2.1.3 How does the Institution ensure transparency in the Admission process?

The institution displays the names of selected students along with their percentage of marks in qualifying examination and marks obtained in the interview on the college notice board as soon as the selection process is over.

#### 2.1.4 How do you promote access to ensure equity?

- a) **Students from disadvantaged community:** The reservation norms of the State Govt. are followed in the admission for disadvantaged community like SC/ST/OBC.
- b) **Women:** All the eligible girl-students who apply for the course are given admission.
- c) **Differently-abled:** Students who are physically disabled are given admission only on the basis of pass marks in the qualifying examination. Application forms are made available free of cost to physically disabled students.
- d) **Economically-weaker sections:** Admissions are given to economically weaker section students as per govt. rules. The students who belong to very poor families are given the facility of paying the fees in two instalments.
- e) **Sports Men:** Sports students are given due priority in admission.

## 2.2 Catering to Diverse Needs:

2.2.1 Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

**Yes.**

- The Commerce Department conducts Bridge Course for the students who come from non-commerce streams- (i.e. PUC- Arts & Science, JOC).
- The College conducts Bridge Course in English for the students who have studied through the medium of their mother tongue; also for the students who come from rural areas.



- The College departments conduct 'Induction Analyses Test' to First year students in the beginning of the academic year to assess their knowledge and skills. The students who perform very poor in Induction Test are given 'Special Classes'.

2.2.2 How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners:

All the Departments identify the slow and advanced learners through their performances in the First Internal Assessment Tests and Induction Tests. Also, through observation by faculty in the class room. Slow learners are given counselling and remedial classes to improve their performance. Home Assignments are given to improve their subject knowledge and writing skill.

Advanced learners are motivated to present 'papers' in classroom seminars and to undertake Project work. Also they are encouraged to attend seminars / conferences / workshops conducted by other institutions.

2.2.3 Does the institution have a provision for tutorials for the students? If yes, give details:

**Yes.** Tutorial classes are the part of regular teaching-learning process of the college. They are conducted to give advanced & latest information to the students.

2.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

**Yes.** The college is practicing 'Adapt & Excel System', in which a group of students are allotted to a particular teacher who takes care of the attendance and progress of such allotted students.

#### 2.2.5 How does the institution cater to the needs of differently-abled students?

The College so far has not faced any serious problem related to physically challenged students. A few physically disabled students are admitted to the courses in the recent years. They were able to reach the classrooms and toilets on their own. If the need arises the college will take necessary measures to solve any problem related to them.

### 2.3 Teaching -Learning Process:

#### 2.3.1 How does the institution plan and organize the teaching-learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.):

- ◆ The Academic Calendar of the Institution is prepared by a committee which is constituted for the purpose, in the beginning of the academic year. The calendar specifies the schedules of teaching, Internal Assessment Tests, Sports & Cultural Activities, Remedial Classes etc and the same are displayed on the Notice Board for students information. Also, each department prepares its Academic Calendar that specifies the department activities of the whole academic year.
- ◆ Each teacher prepares his/her teaching plan indicating the chapters and topics; and the hours required for the completion of each chapter. The teaching plan is strictly followed to ensure the completion of syllabus.
- ◆ The College evaluates the students with two Internal Assessment Tests as a mandatory for awarding 20 marks. The University conducts 'End Semester Examinations' for 80 marks.
- ◆ Examination Committee is constituted for conducting Internal Assessment Tests. It prepares the schedules for examination well in advance and informs the same to the students.

- ♦ The implementation of Academic Calendar and Teaching Plans are monitored by the Principal.

2.3.2 What are the various teaching- learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experimental learning, seminars and others) used by the teachers? Give details:

The teachers predominantly use Lecture Method in the classroom teaching. It is supplemented by Interactive Method, OHP & Power Point Presentations. Other than the Lecture Method, the students are educated and trained through various co-curricular activities such as home assignments, classroom seminars, field visit for experimental learning; group discussion, project work, objective type tests, general knowledge test etc.

2.3.3 How is learning made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?

- ♦ The students participation learning methods such as interaction with teachers concerned, Resource Persons of the Guest-Lectures and other programmes, writing assignments, paper presentation in classroom seminars, case analysis (case study), visit to industries, project work, review of literature, field survey, group discussion etc are practised in teaching-learning process. All these Methods provide opportunity to the students to develop their practical knowledge, writing skill, communication skills and leadership quality. By this way, the Teaching-Learning Evaluation Process becomes student centric.
- ♦ The students get knowledge of management skills and life skills by participating in co-curricular & extra curricular activities of the college. The students are given an opportunity to manage the events. They are

assigned the work of delivering welcome speech, vote of thanks, report reading, report writing on events, observing protocols, compering programme in functions, acting as class representatives etc. Through these, the students develop their managing, communication and decision-making skills.

2.3.4 How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and tools like computers, audio-visuals multi-media, ICT, CAL , Internet and other information /materials):

Generally, the teachers adopt the conventional lecture method. However special classes are conducted in which Lecture Method is supplemented by Modern Teaching Aids such as Charts, Maps, Specimens, OHP Slides, Power Point Presentations through LCD etc. Educational CD's are shown through DVD and Television. Internet is used by the teachers and students for getting information to prepare seminar papers and project works.

2.3.5 How do the students and faculty keep pace with the recent developments in the various subjects?

- ◆ The students and faculty are updating themselves through Subject-Journals, Magazines, Newspaper-articles, Internet-websites, Education CD's etc.
- ◆ The teachers and students attend seminars, conferences, workshop & other faculty development programmes of their respective subjects and update their knowledge.
- ◆ The teachers and students are regularly visiting college Central Library and reading new arrival reference-books to update themselves with latest knowledge.

2.3.6 Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?

**Yes.** Each department has developed 'Department Library' from their own resources with a good number of books. All the departments maintain book-issue-register; and books are issued to the students and alumni.

2.3.7 Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?

**Yes.** A committee headed by the Principal takes students' feedback on teachers' performance through a prescribed format. On the basis of Feedback Analysis, the Principal acts upon them. The Principal calls the concerned faculty who requires 'change' or 'improvement' in his/her performances and advices suitably.

## **2.4 Teacher Quality:**

2.4.1 How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirements?

- ◆ The existing permanent teaching staff was appointed by the Management before 1989 as per the then Rules & Regulations of Karnataka Government. After that, appointing faculty for approved post didn't arise so far. If situation arises, the college will follow the Karnataka Government Education Act-2003, and regulations issued by the UGC from time to time in respect of qualification, age etc.
- ◆ As per the Act, for the appointment of faculty to the approved post, the college will get the permission to fill up the vacancies from the

Department of Collegiate Education, Bangalore. Then, wide advertisement will be given in newspapers regarding vacancies and candidates' qualification etc. Interview-cum-Selection Committee will be constituted as per the rules. The committee will select suitable candidates for the vacant posts.

- ◆ The College has 19 fulltime permanent teachers approved by the state government. All are qualified and competent teachers to handle the classes. However, a few departments require additional teaching staff, but the work load available doesn't permit to appoint fulltime faculty. Under these circumstances, the management of the college avails the service of guest-lectures who are qualified in concerned subject.

2.4.2 How does the college appoint additional faculty to teach new programmes/ modern areas of study (Biotechnology, IT, Bioinformatics etc.)? How many such appointments were made during the last three years?

**Yes.** One appointment was made for teaching Computer Application subject to B.A. and B.Com. classes. The appointment was made on the basis of merit; and rules & regulations laid down by the University.

2.4.3 What efforts are made by the management for professional development of the faculty? (eg: research grants, study leave, deputation to national/ international conferences/ seminars, training programmes, organizing national/ international conferences etc)? How many faculties have availed these facilities during the last five years?

The faculty members are deputed by the College to participate in state / national level seminars / conferences / workshops; and refresher / orientation courses. The following table shows the details:

Programmes	2005	2006	2007	2008	2009	Number of Faculty
Seminars Conferences workshops	16	23	14	24	52	18
Refresher Courses	03				01	03
Orientation Courses	-	-	01	-	-	01
Other	-	-	-	-	-	-

\*The faculties are granted duty leave to attend the academic events

For the professional development of faculty, the College or Department organises conferences / seminars / workshops from time to time. The College organized a one-day state level conference on Empowerment of Women in Higher Education on 28<sup>th</sup> March, 2009.

**2.4.4** Give details on the awards/ recognitions received by the faculty during the last five years?

- ◆ The book titled 'Aaina Dar Aaina', written by Dr. J. A. Bagali, faculty in Urdu, received Best Book Award from Karnataka Urdu Academy in the year 2006.
- ◆ The book titled 'Dakhani Masnawiyat' authored by Dr. J.A. Bagali, faculty in Urdu, has been prescribed as text for B.A. IV Semester Urdu optional paper at Lingaraj College (Autonomous), Belgaum.
- ◆ The book titled as 'Parisara Sahitya Sampada' edited by Dr. H. I. Timmapur, Principal, faculty in Kannada, has been prescribed for B.Sc. III & IV Semester Kannada Basic by Karnataka University in its affiliated colleges which spread in seven districts.

**2.4.5** How often does the institution organize training programmes for the faculty in the use of?

- a) Computers

- b) Internet
  - c) Audio Visual Aids
  - d) Computer-Aided Packages
  - e) Material development for CAL, multi-media etc.
- ◆ The Interested teachers have been trained in use of Computer, Internet, and Audio Visual Aids. The Computer Science Department arranged a few informal training programmes in basic Computer Knowledge, Internet browsing and preparation of Power Point Presentation to the teaching staff.

## **2.5 Evaluation Process and Reforms**

2.5.1 How are the evaluation methods communicated to the students and other institutional members?

- ◆ The evaluation methods are communicated to the students through the prospectus, website and meetings. The Principal explains about the evaluation methods to the students in students' orientation programme organized in the beginning of every academic year.

2.5.2 How does the institution monitor the progress of the students and communicate it to the students and their parents?

- ◆ Each department monitors the progress of students in its subject by maintaining a Student Monitoring Record, in which the students' marks in Internal Assessment Tests & University Exams are recorded. The progress is communicated to the students and their parents; and counseling is given if necessary.

2.5.3 What is the mechanism for redressal of grievances regarding evaluation?

As the College is affiliated institution, it has limited role in the Evaluation process. The College and University shares 20:80 ratio in the



evaluation process. The College conducts two Internal Assessments Tests for 20 marks. The marks obtained in IA Tests are communicated to the students and the students can approach the heads of the Departments if they have any grievances. The grievances are solved at the department level by the Head of Departments with the help of their department colleagues.

2.5.4 What are the major evaluation reforms initiated by the institution/affiliating University? How does the institution ensure effective implementation of these reforms?

The College is affiliated to Karnataka University Dharwad and follows the norms of Evaluation of the University.

- ◆ Internal Assessment Tests are conducted and the evaluated Answer scripts are made available to the student to verify.
- ◆ The Schedule of IA Tests are given in the College's Academic Calendar and Time Tables are also displayed well in advance on the notice board.
- ◆ Question Papers for IA Tests are prepared and are kept confidentially under the control of College Examination Committee well in advance.
- ◆ The students are well informed about facilities available in respect of evaluation with affiliating University such as re-Totaling, revaluation, getting Xeroxed copy of assessed answer-scripts and appearing for improvement etc.
- ◆ The College office-staff helps the students, who have grievances about evaluation and they take the matter to University-office concerned to settle the matters.

## 2.6 Best Practices in Teaching –Learning Process

2.6.1 Detail any significant innovations in teaching/learning/evaluation introduced by the institution?

- ◆ Induction Test to assess the students' knowledge and skill.
- ◆ Bridge Course for B.A. and B.Com first year Students to enable them to cope with the course standard.
- ◆ Remedial Classes for slow learners.
- ◆ Teaching plan and Academic Calendar for time bound work.
- ◆ Effective implementation of Students Participation activities such as classroom seminar, group discussion, interaction with subject experts, project work, field visit etc.
- ◆ Guest-lectures by subject experts.
- ◆ Maintaining Students' Monitoring Register.
- ◆ Power Point Presentation in Special Classes.
- ◆ Evaluation of teachers by students.
- ◆ Department Libraries developed by faculty.
- ◆ Work-diary maintained by faculty.

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### Previous Peer Team's observations and Action Taken

1. What were the evaluative observations made under Teaching-

**Learning and Evaluation in the previous assessment report and how have they been acted upon?**

**Peer Team Recommendation:** Emphasis should be given on modern teaching technology using Audio-visual Aids, CD Presentation, Over Head Projector etc.

**Action Taken:** The College sincerely made effort to implement the recommendation made by the Peer Team. As a result of that:

- All the departments are using Over Head Projector.
- Most of the departments have educational CDs and educate the students through them.

- Many departments are teaching important chapters through Power Point Presentation.

**2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Teaching-Learning and Evaluation?**

For maintaining the quality of education, the College has undertaken the following enhancement measures keeping pace with the developments in the fields of **Teaching-Learning and Evaluation** in the national standard

- ◆ Bridge Course for B.A. and B.Com First Year Students to enable them to cope with the course standard.
- ◆ Academic Calendar for time bound work.
- ◆ Maintaining Students' Monitoring Register
- ◆ Power Point Presentation in Special Classes.
- ◆ Use of Internet for updating the knowledge of teachers.

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## **CRITERION - III**

### **RESEARCH, CONSULTANCY & EXTENSION**

#### **3.1 Promotion of Research:**

##### **3.1.1 Is there a Research Committee to facilitate and monitor research activity?**

If yes, give details on its activities, major decisions taken (during last year) and composition of the Committee.

- **YES.** Research Forum has been constituted for strengthening the research activities among the faculty and the students.

#### **Activities of the Research Forum:**

- Informing the students and the Faculty about seminars, conferences & workshops conducted by the Educational Institutions and other NGOs.
- Encouraging the faculty and the students to present Research Papers.
- Encouraging the students to prepare project-works.
- Providing information and encouragement to explore UGC schemes for minor and major projects to the faculty.

#### **Major decisions taken by 'Research Forum' in the previous year:**

- Organizing a Workshop for students to train them to prepare Project Work.
- Organizing a Workshop for teachers on preparing research papers.
- In-plant training for B.Com students.
- Decided to provide seed money to the students and faculty for preparing research papers.
- 10% of teachers should register for Ph.D. & M.Phil in the academic year 2009-10.
- Establishing Link with any Research Funding Agencies.
- Making 5% of the students to attend seminars, conferences and workshops organized by other institutions.

### **Composition of Research Committee:**

The College Research Forum has a chairperson, four Executive Members and one external co-opt Member.

Chairperson	:	Dr. H. I. Timmapur (Principal)
Executive Members	:	(1) Dr. J. A. Bagali (Faculty Member)
		(2) Prof. I. B. Tahasildar ,,
		(3) Prof. M. Maheen ,,
		(4) Shri. J. A. Jahagirdar (Phy.Director)
Co-opt Member	:	Dr. A. B. Kalkundrikar
		Director, Institute of Management
		Studies & Research, Belgaum

The Forum meets every three months and assesses the research activities of the college.

3.1.2 How does the institution promote faculty participation in research? (providing seed money, research grants, leave , other facilities):

- The Institution encourages the faculty to attend seminars, conferences and workshops and presenting research papers there.
- The Institution grants duty leave (OD) to teaching staff for attending seminars, conferences and workshops.
- A good number of Research Journals and Reference Books are made available in the College Library to help faculty for preparing research papers.
- The Institution encourages the faculty to undertake UGC minor and major project works.
- The Institution provides seed money to students and faculty to prepare research papers.
- Internet facility is provided to all the departments to enable the faculty to get latest information.

3.1.3. Does the institutional budget have a provision for research and development? If yes, then give details:

- **Yes.** The College provides seed money to the departments for doing project works through students. The institution also provides infrastructure and other necessary help to carry out research activities.

3.1.4. Does the institution promote participation of students in research activities? If yes, give details:

**Yes.**

- The students are involved in the research activities through co-curricular activities. The students are asked to prepare home assignments and present papers in classroom seminars conducted by the departments.
- The students are involved in project-works guided by the faculty.
- The students are encouraged to attend and present papers at seminars, conferences and workshops conducted by other Educational Institutions.
- The students are involved in the field survey.
- Subject Journals are made available to students to enhance their research temper.

3.1.5 What are the major research facilities developed on the campus?

The College has only UG programmes. So the research activities have limited ambience in college. However, the institution made available following research facilities on campus:

- Functioning of Research Forum to guide and monitor research activities.
- Subscribed more than 15 research subject journals.
- Internet facility made available for students and faculty to get latest information.

3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national / foreign Universities / Research/Scientific organizations / Industries / NGOs):

The Institution has initiated collaborative research activities with Industries and NGOs.

- The Department of Commerce has established link with (1) National Stock Exchange & Geojit Financial Services Ltd., Belgaum; (2)Karnataka State Financial Corporation, Belgaum; (3)Belgaum Milk Union Ltd., Belgaum.
- The Department of History has established link with Archaeological Survey of India, Dharwad Division, for research activities on local monuments.
- The Dept of Sociology has been working with NGOs for research project works.
- The Dept of Urdu has established link with the Urdu Dept of Delhi University to carry out research activities.

### **3.2 Research and Publication Output**

3.2.1 Give details of the research guides and research students of the institution (Number of students registered for Ph.D. and M. Phil., fellowship/scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five years, major achievements, etc.):

- There is no Ph.D. or M.Phil. programmes in the institution.

Give details of the following:

- a) Departments recognized as research centers: **NO**
- b) Faculty recognized as research guides:
  - Dr. J. A. Bagali has been recognized as a research guide for M.Phil. programmes by Shree Venkateshwara University, Tirupati; and he is guiding M.Phil. students.

- c) Priority areas for research: Literature & Social Sciences.
- d) Ongoing Faculty Research Projects (minor and major projects, funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies): **NIL**
- e) Ongoing Student Research Projects (Title, duration, funding agency, total funding received for the project):
- o On going student Research:

Sl. No.	Dept	Title of Research Project	Duration	Funding
01	History& Archaeology	A Study on Halasi	One year	College
02	Hindi	Belgaum Nagar mein Hindi Lekhak our Kavi.	One year	College
03	Kannada	Jnanapeetha Puraskruta Kritigala Vimarshe.	One year	College

3.2.2 What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the Industry needs, community development, patents etc.)?

- o The Institution has only UG programmes and has been brought under UGC 12B Act recently. The above reason made the institution with limited ambience in research activities. But the Institution has started accelerating research activities among the students and faculty.

3.2.3 Are there research papers published in referred journals by the faculty? If yes, give details for the last five years including citation index and impact factor.

**NO.**



3.2.4 Give list of publications of the faculty:

a. Book Published:

- Dr. J. A. Bagali : Aaina Dar Aaina  
Daccani Masnawiyat  
Shanakht  
Riyasate Karnatak me Urdu Natnigari
- Dr. H. I. Timmapur : Parisara Sahitya Sampada (Composed) – 2006

b. Articles: Nil

c. Conference/Seminar Proceedings:

- Prof. M. Maheen, Dept of History, presented a paper at UGC sponsored State Level Conference conducted by Maratha Mandal's Arts, Commerce, Science Degree College, Belgaum, on 'Best Practices in Colleges with Special Reference to NAAC' on 17<sup>th</sup> & 18<sup>th</sup> April 2009. The gist of his paper on 'Best Practices in Student-Evaluation' was published in the conference proceedings.
- Prof. I. B. Tahasildar, Dept. of Commerce, presented a paper on 'Role of Stake Holders in Achieving Excellence in Higher Education' at Anjuman Arts, Commerce & Science College, Bijapur. The abstract of his paper was published in the conference proceedings.

d. Course materials (for Distance Education): **NIL**

e. Software packages or other learning materials: **NIL**

f. Any other (specify):

- Prof. M. Maheen, Faculty in History & Archaeology published his opinion letters in the leading English Daily Deccan Herald on Literacy (15.08.07), Students Counseling (16.12.07) and Strike in Educational Institutions (01.09.08).

- Shri. J.A. Jahagirdar, the Physical Director, presented a paper on 'Physical Education, Sports and Indian Society' at the Seminar during the Orientation Programme from 03-07-2007 to 30-07-2007, organized by the Academic Staff College, Karnatak University, Dharwad .

### 3.3 Consultancy

3.3.1 List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?

- The Institution has no Formal Consultancy Service so far. The faculty of different subjects provided consultancy of their own fields. They offer consultancy in teaching, income tax, finance & accounting, coaching & consulting in sports, and career guidance. Except teaching & evaluation, the other types of consultancy are given purely honorary.

Sl. No.	Name of Faculty	Fields of Consultancy & Provided to	Beneficiaries	Basis
01	Dr. J.A. Bagali Faculty in Urdu	Examination Work (Paper Setting / Evaluation) Lingaraj College (Autonomous), Belgaum.	Academic	Remunerative
02	Prof. (Smt.) N. A. Attar	1) Teaching Moulana Azad Urdu National University Study Center, Belgaum. 2) Examination Works (Paper Setting / Evaluation) Lingaraj College (Autonomous) Belgaum.	Students  Academic	Remunerative  Remunerative

03	Prof. Smt. S.D. Nadaf.	Examination Work (Paper Setting / Evaluation) Lingaraj College (Autonomous), Belgaum.	Academic	Remunerative
02	Prof. B. T. Mugut	Accounting	Small Business People	Honorary
03	Prof. I. B. Tahsildar	Income Tax	Colleagues & Friends	Honorary
04	Prof. M. Maheen	Teaching. 1. Subject Counsellor in IGNOU Study Center, Belgaum. 2. Visiting Faculty in History at Lingaraj College (Autonomous), Belgaum.	Students    Students	Remunerative    Remunerative

3.3.2 How does the institution publicize the expertise available for consultancy services?

- The Institution does not publicize the expertises available for consultancy as the institution does not provide any formal consultancy services.

3.3.3 How does the institution reward the staff for the consultation provided by them?

- The institution encourages the faculty who provides consultancy and appreciates them for their services.

3.3.4 How does the institution utilize the revenue generated through consultancy services?

- No formal consultancy is provided by the institution.

### **3.4 Extension Activities:**

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs):

- The Institution encourages the faculty and the students to participate in extension activities through college NSS unit and independently. A few departments conducted extension activities, those are community oriented and creating awareness among the general public.

The Dept of Sociology conducted the following extension activities:

- Health awareness programme at New Gandhi Nagar, Belgaum;
- A Lecture-Programme was arranged at Hindalga Prison on moral values.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

- The Institution organises outreach programmes related with social, cultural, economical, political, environmental, moral, health & hygienic; and commerce issues. These are integral parts of the curriculum. So, the students are involved by the way of project work, assignments writing, Case Studies, Field Work, Field Survey etc. and get practical knowledge on the above said issues.

3.4.3 How does the institution promote college-neighbourhood network in which students acquire attitude for service and training, contributive to community development?

- The College is interested in establishing 'Neighbourhood Network' to acquire training and knowledge to achieve our goal. The College has the plan to enter into a formal agreement with some identified government departments and NGOs to promote neighbourhood network in future.

3.4.4 What are the initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc. for extension activities?

Nil.

3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)

- o The Institution was not actively involved in extension activities so far. However, it allowed the departments to carry out extension programmes. A few departments conducted extension programmes, which helped the local community.

3.4.6 How has the institution involved the community in its extension activities? (Community participation in institutional development, institution-community networking etc.):

Nil.

3.4.7 Any awards or recognition received by the faculty / students / Institution for the extension activities?

Nil.

### **3.5 Collaborations**

3.5.1 Give details of the collaborative activities of the institution with the following organizations: Local bodies/ community / State / National / International / Industry Service Sector / Agriculture Sector / Administrative Agencies Any other (specify)

Please refer the answer for 3.5.3

3.5.2 How has the institution benefited from the collaboration? In Curriculum Development / Internship / On-the-job training / Faculty exchange and development / Research / Consultancy / Extension / Publication / Student Placement.

Please refer the answer for 3.5.3

3.5.3. Does the institution have any MoU / MoC / Mutually beneficial agreements signed with other Academic Institutions / Industry / Other agencies

Answer for 3.5.1, 3.5.2, 3.5.3.

The Institution and its departments have established link with other Academic Institutions and Industries for the mutual benefits. The details are as follows:

The Institution has established link with the following educational institutions and the benefit thereof:			
1) MoU with Moulana Azad National Urdu University, Hyderabad.		Moulana Azad National Urdu University has opened its study center at our campus and runs UG and PG programmes.	
2) MoU with Beynan Smith College of Physical Education, Belgaum		The Beynan Smith Phy.Ed. College allows us to use its sports infrastructure whenever required.	
Sl. No	Department	Link with	Fields of benefit.
1	Urdu	1) Department of Urdu Delhi University, Delhi.	Academic
		2) Sri Venkateshwara University, Tirupati.	Research
		3) Urdu Department Lingaraj College (Autonomous), Belgaum.	Academic
		4) Karnataka Urdu Academy, Bangalore.	Extension Activities
2	Commerce	1) National Stock Exchange & Geojit Financial Services Ltd, Belgaum	Academic

		2) Karnataka State Financial Corporation, Belgaum	Academic
		3) Dept of Commerce, Anjuman Arts, Commerce & Science College, Dharwad.	Academic
3	History	1) IGNOU Study Center, Belgaum.	Academic
		2) Dept. of History, Lingaraj College (Autonomous) Belgaum	Academic
		3) Archaeological Survey of India, Dharwad Division, Belgaum.	Research
		4) Belgaum District Heritage Club.	Extension Activities.
4	Sociology	1) Population Service International. (NGO)	Extension Activities
		2) Department of Sociology, P.G. Study Center of Karnatak University, Belgaum.	Academic

### 3.6 Best Practices in Research, Consultancy and Extension

3.6.1 What are the significant innovations / good practices in Research, Consultancy and Extension activities of the institution?

Research:

- 'Research Forum' to regulate and monitor research activities of the faculty and students.
- Providing fund to carry out 'Project Work' by the faculty and students.

Consultancy:

- The faculty are providing consultancy on honorary basis.

Extension Activities:

- Link with NGOs to conduct Extension Activities.

## **Previous NAAC Peer Team's Evaluative Observation and Action Taken by the college**

**1. What were the evaluative observations made under Research, Consultancy and Extension in the previous assessment report and how have they been acted upon?**

### NAAC Peer Team's Observation (1):

**Encourage the faculty to register for M.Phil / Ph.D as well as to take up Research Projects.**

### Action taken by the college:

There has been a significant improvement in the field of research during the last five years.

- Physical Instructor and one guest faculty have completed their M.Phil. Course.
- Two faculty from commerce department is pursuing M.Phil.
- One faculty from History department is pursuing Ph.D
- One faculty from Urdu department is guide for M.Phil. Students.
- Many Mini Research Project Works undertaken by the students under the supervision of the departments.

### NAAC Peer's Observation (2):

**Encourage the faculty in participation and presentation of paper in Seminars / Conference / workshops**

### Action taken by the college:

All the permanent faculties have attended many seminars / Conferences / Workshops sponsored by UGC and other agencies held at various colleges and universities during the last five years.

One faculty from the commerce department presented a paper at national level seminar. One faculty form History department presented a paper at state level conference.



**1. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Research, Consultancy and Extension?**

- Establishment of 'Research Forum' to regulate and monitor the research activities of the institution.
- Financial assistance to undertake mini project work by the departments.
- Leave Duty is sanctioned to faculty to attend seminars / conferences / workshops.
- A good number of subject journals were subscribed to help the faculty and students to enhance their knowledge in the research field.
- Free 'Internet' access facility is provided to faculty and students to collect information to prepare research papers.
- The faculties are given freedom to provide consultancy.
- The departments are allowed to conduct Extension Activities.

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## **Criterion - IV**

### **INFRASTRUCTURE AND LEARNING RESOURCES**

#### **4.1 Physical Facilities**

##### **4.1.1 What are the infrastructure facilities available for**

###### **(a) Academic activities?**

The following infrastructure facilities are available to carryout academic activities:

- Well furnished (Standard Size Desks, Fans, Lights, Table, Chair, and Rostrum) class rooms for conducting academic activities.
- Two special class rooms with LCD and Sound system facilities for conducting classes with power point presentation.
- Central library with 6782 volumes of books and 18 subject journals.
- Computer Lab with 12 systems.
- Department libraries developed by the faculties.
- Geography laboratory with charts and equipment.

###### **(b) For Co-curricular activities**

- Auditorium with a sitting capacity of 400 persons.
- Apart from the auditorium the class rooms are also used for conducting Class Room Seminars, Group Discussions, Remedial & Enrichment Classes etc.

###### **(c) For Extra –curricular activities and sports**

- Separate room for physical education department and NSS unit.
- Play ground with standard tracks & courts for Sports.
- Standard courts for Volley ball, Cricket, Throw ball, Tennikoit, Net ball and Gymkhana Hall for indoor games.
- Two lakh rupees worth sports materials added during the last five years.
- MOU with reputed Physical Education College for using their play ground.

4.1.2 Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.

Plan of existing building and Blue Print of future expansion are enclosed.

4.1.3 Has the institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.

Yes. The institution expanded its infrastructure facilities to keep pace with its academic growth. The details are as follows:

	Items	Amount Spent in the last five years					Total
		2005-06	2006-07	2007-08	2008-09	2009-10	
01	Furniture	1,03,074	5,456	-	1,03,127	93,082	3,04,739
02	Computers & its Accessories	-	1,22,140	-	1,49,920	3,20,500	5,92,560
03	Xerox Machine	-	-	-	-	88,000	88,000
04	Electrical Items	24,400	-	-	-	13,432	37,832
05	Any others	-	-	-	9,850	65,000 (LCD)	74,850
	Total	1,27,474	1,27,596	-	2,62,897	5,80,014	10,97,981

4.1.4 Does the institution provide facilities like common room, separate rest rooms for women students and staff?

Yes

#### 4.1.5 How does the institution plan and ensure that the available infrastructure is optimally utilized?

Every year in the beginning of the academic year the management of the institution plans for the utilization of the available infrastructure to maximum extent and implements the plan accordingly. The Principal ensures the optimal utilization of available infrastructure for the academic, co-curricular and extra-curricular activities of the college. The indoor and outdoor sports and games are practised before and after the college hours under the supervision of the college Physical Director. Apart from that the college infrastructure is put in optimal use as mentioned under:

- Accommodation is being provided to Moulana Azad Urdu National University, Hyderabad to run its study center.
- The management provides the college Auditorium for public functions after the college hours on rent basis.
- The class rooms are provided for conducting examinations by the Directorate of Distance Education, Karnatak University, Dharwad.

#### 4.1.6 How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?

The college takes care of differently abled students sympathetically. Only a few differently abled students are admitted and they are in a position to reach the class rooms and other places in the college building on their own.

### 4.2 Maintenance of Infrastructure

#### 4.2.1 What is the budget allocation for the maintenance of infrastructure (last two year's data)

Sl.No	Items	Amount Allotted for the year 2008-09	Amount Allotted for the year 2009-10
a	Land	-	-
b	Building	25000=00	25000=00
c	Furniture	1,00,000=00	1,00,000=00
d	Equipment	50,000=00	50,000=00
e	Computers	2,00,000=00	2,50,000=00
f	Vehicles	-	-
	Total	3,75,000=00	4,25,000=00

#### 4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

The budget estimation under various heads for the college is prepared by the College Management with consultation of the Principal. The college utilizes UGC funds and its own resources for the development of infrastructure. The expenditure generally exceeds the fund allotted. It ensures the institution optimally to utilize the budget allocated. The following chart shows fund allotted for purchasing and maintenance and the actual amount spent:

Sl.No	Items	2008-09		2009-10	
		Fund Allotted	Amount Spent	Fund Allotted	Amount Spent
01	Books & Journals	25,000	30,200	18,000	19,505
				UGC	1,35,086
02	Furniture	1,00,000	1,03,127	1,00,000	93,082
03	Computer	1,50,000	1,49,920	UGC	3,20,500
04	Equipments	10,000	9,850	UGC	*1,53,000
Total		<b>2,85,000</b>	<b>2,93,097</b>	<b>1,18,000</b>	<b>7,21,173</b>

\*LCD and Xerox Machine

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?

No. The management has authorized the Principal to supervise the infrastructure facilities and services. The Principal maintains the infrastructure facilities and services as per the requirements.

### **4.3 Library as a Learning Resource**

4.3.1 Does the library have a Library Advisory Committee? What are its major responsibilities?

Yes. The Library Advisory Committee is constituted at the beginning of every academic year with the following responsibilities:

- Making recommendation for purchasing books, journals and magazines with consultation of the teaching staff.
- Preparing estimate for purchasing Books and Equipment.
- Monitoring the functioning of the library by inspecting the entries in accession register, issue register etc.
- To solve the grievances if any of the staff and students about the library facilities.
- To inculcate reading habits among the students and make them use the library facilities to the maximum extent.

4.3.2 How does the library ensure access, use and security of materials?

#### **Access:**

- All the books available in the library are recorded in the accession register and the books are given numbers accordingly. Those numbers are used for identifying the books.
- The books are classified subject wise and lists are kept in the library for borrowers to access the books easily.
- The library has adopted Open-Access System. The students and staff are allowed access to the books in the cupboards.
- Separate computer with OPAC (Online Public Access Catalogue) facility is kept in the library to access the books for students and staff.
- The list of New Arrivals is displayed on the notice board whenever new books are purchased.

- The library is recently automatized with Barcode system.
- Journals and Magazines are kept open on stands for easy access of the users.

**Use:**

- The students are given the borrower's cards soon after the admissions are over to get the books from the library.
- The students can borrow two books at a time for a period of 15 days.
- The faculty members can borrow 15 books at a time for a period of six months.
- At the end of the academic year the students have to obtain 'No Due' certificate from the librarian for getting Examination Hall Ticket.
- In case of loss or damage to the books by the borrowers the college will collect the value of those books from them.

**Security:**

- The library staff takes care of the books and other equipment.
- The users of the library are not allowed with their bags in the reference and reading section.
- Fire Extinguisher is kept in the library for use in case of fire due to short-circuits or any other reasons.

**4.3.3 What are the various support facilities available in the library? (computers, internet, band width, reprographic facilities etc.)**

- Computer: Two computers are provided to the library. One computer with bar coding system for book registering and circulation. Another one is kept for students and staff for access to the books through OPAC (Online Public Access Catalogue) and using internet.
- Internet: Internet facility is provided and the students are allowed to use it free of cost.
- Band width: 256 kbps. (Broad Band with the speed of 100 Mbps.)
- Reprographic Facility: Available.

4.3.4 How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new books and journals during the last five years.

The following methods are adopted to purchase the books, journals and other reading materials:

- Every year at the beginning of the academic year the requirement of the books is sought from the faculty. The Library Development Committee will scrutinize the list received from the departments. After that the Principal places the order to purchase the books.
- With consultation of the faculty the Library Development Committee recommends the subject journal to purchase.
- Also the Library Development Committee makes recommendation to purchase general books after referring the latest catalogues received from the publishers and browsing in the internet. The committee also consults the faculty and students in this regard.

#### Use of Books and Journals:

- The library has adopted open access system
- The books are issued to the students on their choice.
- List of new arrivals are displayed on the notice board.
- Journals are kept on the display stand.
- The reference books are restricted to use in the reference section only.

The following table shows the amount spent on purchasing books and journals for the last five years:

Sl.No	Years	Books		Journals	
		General	UGC	General	UGC
01	2005-06	30,092=00	-	2000=00	-
02	2006-07	17,795=00	-	800=00	-
03	2007-08	28,095=00	-	2500=00	-
04	2008-09	35,076=00	-	-	-
05	2009-10	16,781=00	1,38,415=00	1,600=00	26,400=00
	Total	1,27,839=00	1,38,415=00	6,900=00	26,400=00



4.3.5 Give details on the access of the on-line and Internet services in the library to the students and faculty? (Hours, frequency of use, subscriptions, licensed software etc.).

One computer with internet facility has been kept in Library exclusively for the use of students. The Students are allowed to use internet free of cost for 15 minutes. Per day an average of 25 students take use of this facility.

4.3.6 Are the library services computerized? If yes, to what extent?

Yes. Bar-code software is installed and book circulation is operated through this system.

The software provides the following facilities:

- Accession Register
- Stock verification
- Online Public Access Catalogue
- Circulation of Books
- Register of Membership.

4.3.7 Does the institution make use of INFLIBNET / DELNET / IUC facilities? If yes, give details.

Yes. INFLIBNET facility is available to access e-journals and data base.

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

The Library staff has taken the following steps to encourage the faculty and students to make use of Library:

- Quotations are displayed on the Library walls to motivate reading habits.
- 'Readers Club' has been established recently with the aim of educating and encouraging reading culture among the staff and students.
- Book exhibitions were conducted in which latest and new arrivals were displayed.

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility

Yes. The college has signed MoU with Lingaraj College, Belgaum to use their library facilities.

4.3.10 What are the special facilities offered by the library to the visually- and physically- challenged persons?

The physically challenged students are allowed to keep the books till the end of their semester examinations.

4.3.11 List the infrastructural development of the library over the last two Years

The following table shows the infrastructural development during the last two years:

Sl.No	Particulars	2008-09	2009-10
01	Books	290	874
02	Journals	-	18
03	Cupboards	02	04
04	Tables	08	02
05	Chairs	15	10
06	Stands	-	-
07	Computers	-	02
08	Printers	-	01
09	Xerox Machine	-	01
10	Fans	-	03
	Total Amount Spent	71,600=00	3,43,496=00

4.3.12 What other information services are provided by the library to its users?

The Library provides information regarding Competitive Examinations, Higher Studies and Career (Job) related information to the students. It displays paper cuttings of such information on the notice board.

#### 4.4 ICT as Learning Resources

4.4.1 Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-students ratio, stand alone facility, LAN facility, configuration, licenced software etc.)

Yes. The college has up-to-date computer facility. In total the college has 24 desktop computers, one laptop computer and eight printers. These computers are made available for the use of staff and students at various locations. The details are as follows:

Sl.No	Locations	No. of Computers	No. of Printers
01	Principal Chamber	01	01 (Inkjet)
02	Computer Lab	12	01 (Dot-matrix)
03	College Office	02	02 (One Dot-matrix and one Laser)
04	IQAC Coordinator	01	01 LaserJet
05	Library	02	01 (Laser)
06	Departments	06	02 (Laser)
07	Physical Education Department	01	-
08	For Class room and Auditorium	01 (Laptop)	-

Computer – Students Ratio: 1:40

LAN Facility: Using LAN with three terminals the computers are connected with Broad Band Internet facility.

Configuration: Intel Pentium Core 2dvo 2.00 GHz

Pentium III & IV Memory 512 MB to 1 GB RAM

Mother Board DD 20 GB to 160 GB

10 / 100 LAN , Scroll Mouse & Optical Mouse

14'' to 17'' TFT & Desktop monitors

Software: Turbo C, C++, Java, Oracle, Tally, Net protector.

Licensed Software: Window XP / Escan Internet Security Antivirus.

4.4.2 Is there a central computing facility? If yes, how is it utilized for staff to students?

No.

4.4.3 How are the faculty facilitated to prepare computer-aided teaching/ learning materials? What are the facilities available in the college for such efforts?

- The interested teaching staff were given computer training.
- Computers are provided to all the Departments.
- Broad Band Internet facility is provided to all the departments without interruption for getting latest information.
- LCD and Laptop computer are made available for computer aided teaching.

4.4.4 Does the Institution have a website? How frequently is it updated? Give details.

Yes. The college website address: [www.anjumancolbgm.com](http://www.anjumancolbgm.com) with 2GB capacity. Every six month the website is updated with new information. The website contains the information about course available, admission process, fee structure, facilities available in the college, details about the staff members, IQAC report, MDNCHE etc.

4.4.5 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

Every six months all the computers are up dated with latest software. The college made provision in the annual budget of Rs. 50,000 for the maintenance of computers.

4.4.6 How are the computers and their accessories maintained? (AMC etc.)

The maintenance work is out-sourced to a private agency on Annual Maintenance Contract.

## **4.5 Other Facilities**

4.5.1 Give details of the following facilities:

- a) Capacity of the hostels: No hostel facility available.

- b) Occupancy: Not Applicable.
- c) Rooms in the hostel (to be given separately for boys and Girls)  
Not Applicable.

4.5.2 How does the institution ensure participation of women in intra-and inter- institutional sports competitions and cultural activities?

The college takes special care of the girl-students' participation in sports and cultural activities. The sports and cultural activities committee monitors the girl-students' safety and security while they take part in sports & cultural activities in the college and inter-collegiate tournament and cultural events in other colleges and universities.

The college Ladies' Association provides training to girl-students in sports and cultural activities and ensures their participation in sports and cultural activities.

4.5.3 Give details of the common facilities available with the Institution (Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, Canteen, telephone, internet cafe, transport, drinking water etc.)

**Staff Room:** A well furnished (fan, light, tables and chairs) separate cabin (size 10 x 7 = 70 Sq.feet) is provided for each department. All the departments are provided Computers with internet facility.

**Day Care Centre:** No.

**Common Room for Students:** No.

**Rest Rooms:** Rest room is available for girl-students only.

**Health Centre:** Health Center is available in the college. One Doctor is attached with the center. He visits once in a month to the centre. The students who need medical attention can meet the doctor. A First Aid Box is kept in the medical centre.

The Health and Hygienic committee of the college maintains the Health Center of the college. It conducts medical checkup for the students and staff in the beginning of the academic year. Also it conducts medical awareness programmes for the students.

**Vehicle Parking:** Separate place is allotted for staff and students to park their vehicles. The college security man takes care of the vehicles' safety.

**Guest House:** No.

**Canteen:** Available.

**Telephone:** Coin Box telephone is available in the main building of the college for the use of students.

**Internet Café:** No. However, the college computer lab internet facilities meet the requirement of the students. The staff cabins are provided internet connection.

**Transport:** The College has no personal transport facility. However, the administration makes available of 'Bus-Passes' at concessional rates from the state transport for the students who are in need of transportation.

**Drinking Water:** Aquaguard water purifier is available in the college to provide pure drinking water.

#### **4.6 Best Practices in Infrastructure and Learning Resources**

4.6.1 What innovations / best practices in 'Infrastructure and Learning Resources' are in vogue or adopted / adapted by the institution?

- Separate Cabin for each department that help the faculty to carryout their academic activities smoothly.
- All the departments have been provided computer with internet facility which enable the faculty members to get latest knowledge.
- Modern teaching equipment like OHP, LCD etc are in use while teaching.
- Spacious class rooms with good ventilation, fans and lights.
- Spacious auditorium of having 400 seating capacity with LCD and Sound system for special programmes and cultural events.
- Fully automated Library.
- Well equipped sports department.
- Periodical maintenance for all electronic equipment.

## **Previous NAAC Peer Team's observations and Action Taken by the College**

- 1. What were the evaluative observations made under Infrastructure and Learning Resources in the previous assessment report and how have they been acted upon?**

NAAC Peer Committee's Observation:

- 1. Undertake computerization of the office and the Library.**

Action Taken by the college:

- The college Library is fully computerized. Bar-code software is adopted and library functions are automated.
- The college office is partially computerized. Two computers, one dot-matrix and Laser Printer are installed in the office. The administrative correspondences are being carried out through CDs and Internet.

NAAC Peer Committee's Observation:

- 2. Development of infrastructure should keep pace with the development of the college with introduction of new courses.**

Action taken by the college:

- During the last five years the college purchased books, computers, printers, Xerox machine, sports materials, fans, furniture etc. to keep pace with the increase of the student-strength of the college.
  - The college management has applied for new courses like BBA & BCA to the university and is waiting for the permission.
  - The college submitted the new building proposal for class rooms and library to the UGC and the same was accepted. The work related to the new construction is under progress.
  - The college has received fund for the construction of Ladies' Hostel and the construction work is under progress.
- 2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Infrastructure and Learning Resources?**

The college has undertaken the following quality sustenance and enhancement measures during the last five years:

- The college library has been fully automated with Bar-coding software.
- A good number of books and Journals have been added to the library.
- Twenty computers and seven printers have been purchased.
- Broad Band internet connection has been provided to computer lab, library, all departments and office.
- Rs. 2 lakhs worth sports materials have been purchased.
- LCD and OHP facilities for class rooms and auditorium.

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## Criterion-V

### STUDENT SUPPORT AND PROGRESSION

#### 5.1 Student Progression

5.1.1 Give the Socio-Economic Profile (General, SC/ST, OBC etc.,) of the students of the Last Two Batches.

##### B.A Course

<b>B.A. Course</b>								
Year of the Batches	SC	ST	OBC	Gen	Total	Urban	Rural	Total
2005-06 Batch	17	09	80	11	117	55	62	117
2006-07 Batch	08	06	53	24	91	35	56	91
<b>Total</b>	<b>25</b>	<b>15</b>	<b>123</b>	<b>35</b>	<b>208</b>	<b>90</b>	<b>148</b>	<b>208</b>

Gen - General

##### B.Com. Course

<b>B.Com. Course</b>								
Year of the Batches	SC	ST	OBC	Gen	Total	Urban	Rural	Total
2005-06 Batch	03	01	47	04	55	45	10	55
2006-07 Batch	03	01	37	18	59	45	14	59
<b>Total</b>	<b>06</b>	<b>02</b>	<b>84</b>	<b>22</b>	<b>114</b>	<b>90</b>	<b>24</b>	<b>114</b>

5.1.2 What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?

The following efforts are made by the institution to minimize the drop-out of the students:

- Through 'Adapt and Excel' programme personal attention is given to the students to continue their education.

- Counseling is done to the students by Counseling Cell of the college to solve their personal and academic problems that prevents the students from dropout.
- Personal Care, Scholarship, Book Bank and Bus Pass facilities are provided to economically and socially backward students to encourage them to continue their education.

5.1.3 On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to Ph.D and /or to employment).

Year	B.Ed	LL.B	M.A	M.Com.	M.B.A	Others	Employment / Business
2006-07	21 %	3.5 %	-	-	5.3 %	8.8 %	41 %
2007-08	06 %	2 %	-	2 %	1 %	4 %	40 %

5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students has been employed? (average of last five years)

- The college has the 'Placement Cell' and it helps the out going students by providing information about job opportunities.
- The Placement Cell provides information to the students about Campus Interviews. The Cell trains them to face Campus interviews.
- 40 to 50 % Students were employed in Belgaum, Hubli, Kolhapur, Pune, Bombay, Bangalore, Madras and abroad in private companies and agencies in the last two years.

5.1.5 How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years) (UGC-CSIR-NET, SLET, GATE, CAT, GRE, TOFEL, GMAT, Civil Services- IAS,IPS,IFS, Central/State services etc.)

The 'Career Guidance and Counselling Cell' provides necessary information for such competitive examinations to the students. A large number of students appeared for State / Central government service examinations such as UPSC, KPSC, CET for Teachers selection etc and 10 to 15 % of the students entered into the services of Central and State governments.

- 5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the university average.

Years	Anjuman Arts & Commerce College, Belgaum.		Maratha Mandal Degree College, Belgaum		B.K. College, Belgaum	
	Pass Percentage		Pass Percentage		Pass Percentage	
	B.A.	B.Com.	B.A.	B.Com.	B.A.	B.Com.
2004-05	69.81	88.88	87	79	79.24	63.80
2005-06	67.00	93.00	85	90	85.71	96.23
2006-07	81.25	100.00	79	83	60.63	59.67
2007-08	95.00	100.00	98	88	80.18	85.35
2008-09	91.67	100.00	89	63	89.52	63.00

## 5.2 Student Support

- 5.2.1 Does the institution publish its updated prospectus, handbook and other student information material annually? If yes, what is the information disseminated to students through these publications?

Yes. The college publishes its prospectus every year. The prospectus is supplied to the students along with the application forms. The prospectus contains information regarding the Course Offered, Fee Structure, Fee Concession, Scholarship, Academic Calendar of the institution, Rules & Regulation for discipline, Course Pattern, Career Options and Staff information.

- 5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarships/ freeships given to the students during

the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

The institution did not provide any financial aid to the students so far. But the management of the college provides financial help to the poor and meritorious students of Belgaum district for the purpose of education.

5.2.3 Give details of schemes for student welfare? (Insurance, subsidized canteen facilities, special diets, student counseling support, “earn while you learn” scheme etc.)

The college has the following students’ welfare facilities:

- Canteen: The College Canteen provides Snack, Soft Drinks, Coffee and Tea etc in subsidized prices.
- Student-Counseling: The faculty members give counseling to students for their improvement in studies and further education.

5.2.4 What types of support services are available to overseas students?

No overseas students are admitted in the recent years. If any overseas student takes admission in future, the college will provide support service required to him / her under its limits.

5.2.5 Give details of the placement and counseling services for the students?

The following services are provided by the ‘Placement Cell’ and ‘Career Guidance & Counselling Cell’:

**Placement Cell**

- The Placement Cell is disseminating information related to employment opportunities by displaying information bulletins on the notice boards.
- Informing the students about the campus interviews taking place in other institutions.
- Conducting mock interviews to train the students.

**Career Guidance & Counselling Cell:**

- It provides personal counselling to solve the students’ personal problems if any.
- Counselling for academic matters

- Creating career and higher education awareness among the students.

5.2.6 How does the institution encourage and develop entrepreneurial skills among the students?

The college encourages the students to develop their entrepreneurial skill by conducting college level workshops and seminars. The department of Commerce conducts such programmes regularly to create entrepreneurial skill among the students. Also, the students are encouraged to prepare Project Works on entrepreneurship.

5.2.7 Does the faculty participate in academic and personal counselling? If yes, give details on services provided during the last academic year?

Yes. The faculty members provide the following academic and personal counselling to the students:

- Academic Counselling is given to the students at the time of admission to choose subject combination.
- Academic Counselling is give to the rural students to overcome their inabilities.
- There is 'Adapt and Excel System' in the college to take care of the students. Under this mentor system, each lecture takes care of 20 to 25 students. The students who are weak in academic matters are given counselling under this system.

5.2.8 Is there a separate guidance and counseling centre for women students? If yes, enumerate the activities of the centre.

Yes. The 'College Ladies Association' takes care of the welfare of the girl-students. The Activities of the Association are:

- Conducting special lectures and seminars for women's empowerment.
- Providing Personal Counselling to help the girl-students to overcome their problems.
- Creating awareness about women's rights.
- Providing career related information to girl students.
- Creating awareness among the girl-students about prevention and precaution from sexual harassment.

5.2.9 Is there a Cell /Committee constituted for prevention/ action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities (issues addressed during the last two years)

No separate committee for prevention of sexual harassment is constituted. The principal with the help of College Ladies Association takes care of girl-students safety. No sexual harassment complaints have been reported since the establishment of the college.

5.2.10 Does the institution have a Grievance Redressal Cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

Yes. Functions of the Grievances Redressal Cell are:-

- Maintaining Complaints and 'Suggestion Box' to collect grievances from the students.
- The suggestion Box is opened every week and the grievances are redressed if any with consultation of the Principal.

No major grievances are reported during the last two years.

5.2.11 Is there a provision for acquiring computer skills / literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Yes.

- Computer Application subject is compulsory for B.Com. Students from II-semester to VI-semester.
- Computer Application subject is compulsory for B.A. Students in IV-semester.
- Two faculty members are there in computer application department to teach B.A. and B.Com. students.
- The existing syllabi for Computer Application have been designed by the University. It gives complete knowledge of Computer Application in various fields. The syllabi are taught through theory and practical classes. So, the level of proficiency is good.

5.2.12 What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

No value added course is introduced by the college in the recent years. The existing courses (B.A. & B.Com.) also help the students to develop life skills, community orientation, good citizenship and personality development.

5.2.13 How does the institution ensure safety and security of the students, faculty and the institutional assets?

The following measures have been taken for the safety and security of the students, faculty and institution:

- Wearing Identity Card is made compulsory for students and staff. The ID card bears their photo, residential address with phone number and college address. It will help them at the time of any unexpected situation.
- Outsiders are not allowed to enter the campus with out any valid reasons.
- Security Guard has been appointed to keep vigilance on the campus round the clock.
- The College Discipline Committee members take rounds often on the campus and keep watch on the activities of the students.
- To avoid robbery and misuse of the campus area, sufficient lighting arrangements are made out side the building and night watch man is appointed to keep vigilance throughout night.
- Fire Extinguishers are installed at the different location of the college to use at the time of any fire accident.

### 5.3 Student Activities

5.3.1 Does the institution have an **Alumni Association**?

Yes.

i) List its current Office bearers

**Convener:** Shri. J.A. Jahagirdar (College Phy.Director)

**Secretary:** Mr. Aslam Pachapuri

**Treasurer:** Miss. Tabassum Sanadi

ii) List its activities during the last two years:

- Conducted General Body meeting of the Association twice in a year.
- Arranged meetings with current students and shared their experience in different fields.
- The office bearers and members of the Association attended all the important events of the college and cooperated with the staff.

iii) Give details of the top ten alumni occupying prominent positions.

Sl.No	Names of the Alumni	Position
01	Dr. Zia Pathan	Principal, Al-Ameen PU College, Belgaum.
02	Mr.Hamza Sayyed	Principal, Anjuman PU College, Belgaum.
03	Mr. Babur Mulla	Head Master, Basheban High School, Belgaum
04	Mr. Azad Mulla	Prominent Social Worker
05	Mr. Kareem Khan A.Sanadi	Income Tax Consultant in Belgaum.
06	Miss. Rizwana Balekunderi	Urdu Lecturer in P.U. College. Hukkeri, Belguam.
07	Miss. Sajida J. Mulla	Lecturer in History, Maratha Mandal Degree College, Belgaum
08	Mr. Mujahid Desnoor	Business Man in Belgaum
09	Mr. Zaheer Gheewale	Industrialist in Belgaum.
10	Mr. Jitendera Gangwani	Fitness Manager at a firm in Bangalore.

iv) Give details of the contribution of alumni to the growth and development of the institution.

- Donated books to college central library and department libraries.
- Extending financial help to the poor students to pay their fees.
- Constituted Prize Awards to the meritorious students.



How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the achievements of students during the last two years. (Institution level/ inter-collegiate / Inter-University/ Inter-state/ National/ International)

The college has adopted the following supporting measures to encourage the students to participate in sports and cultural activities.

- Necessary guidance and support are given to the students by the Principal and staff to participate in extra-curricular activities conducted by the college and other institutions.
- The college Cultural Activities Committee and Sports Committee give special coaching to interested students to face competitions conducted by other institutions.
- The college bears all the expenses of the students for attending tournaments at university, state and national level competitions.
- Nutritious food and sports kit are provided to extra ordinary sports men.
- The students who excel in sports, NSS and other extra curricular activities are felicitated at the college annual day function.
- The college organized the following Inter-collegiate tournaments to create interest and enthusiasm among our college students in sports and games:
  - ❖ The Karnataka University Dharwad IV Zone Inter Collegiate Cricket Tournament for the year 2005-06.
  - ❖ Anjuman-E-Islam society Inter collegiate Foot Ball Tournament- for the year -2006-07.
  - ❖ Karnatak University, Dharwad Single Zone Inter Collegiate Hockey Tournament (Men & Women) for the year 2007-08.
  - ❖ Karnatak University, Dharwad II Zone and Inter Zonal Foot Ball Tournament for Men for the year 2009-10.

### Students' Achievements in Sports.

#### Participation and Achievements of the College Students in various Competitions during the year 2008-09.

No	Name	Contest	Participation/ Achievement	Venue	Remarks
1	Ejazahmed Yargatti B.Com.III	KUD Hockey Selection	Selected in University team to participate in Inter University. Tournament	Annamalai University Tamilnadu.	Karnatak University Blue
2	Sagar Rane B.Com.I	KUD Best Physique Championship	Gold Medalist in 70kg wt	Vishakhapattanam Andra Pradesh	Karnatak University Blue
3	M.M.Gadampalli B.Com.III	„	III place	Bagalkot	
4	Rakesh Savadatti B.Com.II	„	Participated	„	
5	Ateeque S Mulla B.Com.III	KUD Hockey Selection	Participated	Dharwad	
6	Gangadhar Bani B.A.I	KUD Volley Ball Selection	„	„	
7	Shahid Peerzade B.A.III	KUD Foot Ball Selection	„	„	
8	S.S.Qadri B.Com.II	„	„	„	
9	M.B.Mujawar B.Com.II	„	„	„	
10	Bhagyashri Usulkar B.Com.I	College Sports	Gen champion	College ground	
11	Sadiq Beedi B.A.III	„	„	„	
12	Rakesh Savadatti B.Com.II	„	Mr.Anjuman	„	

Participation and Achievements of the College Teams in various Tournaments during the year 2008-09.

No	Team	Contest	Participation/ Achievement	Venue	Remarks
1	Hockey	KUD Single Zone Hockey Tournament	Runners-Up	Lingraj College Belgaum	Runners- Up
2	Foot Ball	KUD II Zone FOOT Ball Tournament	Participated	BLDE College Bijapur	Semifinal
3	Cricket	KUD IV Zone Cricket Tournament	„	Jain College Belgaum	
4	Badminton	KUD IV Zone Badminton Tournament	„	RLS College Belgaum	
5	Volley Ball	KUD IV Zone Volley Ball Tournament	„	Ramdurg College	
6	Athletics	KUD Inter Collegiate Athletic Meet	„	Karnatak University Dharwad	

Participation and Achievements of the College Students in various Competitions during the year 2009-10.

No	Name	Contest	Participation/ Achievement	Venue	Remarks
1	Rakesh Savadatti B.Com.III	KUD Best Physique Championship	Gold Medalist in 70kg weight category.	Amritsar Punjab	Karnatak University Blue
2	Wasim Hudli B.Com.I	KUD Cricket Selection	Selected in University team to participate in Inter University Tournament	Hyderabad	Karnatak University Blue
3	Bhagyashri Usulkar B.Com.II	KUD Inter College Athletic Meet	Participated	RPD College Belgaum	Bronze Medal in javelin throw
4	S.S.Qadri B.Com.III	KUD Foot Ball Selection	„	KU Dharwad	
5	Malikjan Mujawar B.Com.III	„	„	„	
6	Rabbani Sanadi B.Com.II	„	„	„	
7	Roshan Peerzade B.Com.III	„	„	„	
8	Imran Mulla B.Com.III	KUD Volley Ball Selection	„	„	

Participation and achievements of the College Teams in various  
Tournaments during the year 2009-10.

No	Team	Contest	Participation/ Achievement	Venue	Remarks
1	Cricket	Belgaum District Inter Collegiate cricket tournament.	Participated	C.P.Ed College ground Belgaum	
2	Cricket	KUD IV Zone Cricket tournament	„	JSS College Gokak	
3	Hockey	Belgaum Dist Six Aside Hockey Tournament	„	BDHA ground Belgaum	
4	Hockey	KUD Single Zone Hockey tournament	„	JSS College Dharwad	Runners Up
5	Foot Ball	KUD II Zone Foot Ball tournament	„	Host Anjuman College Belgaum	
6	Volley Ball	KUD IV Zone Volleyball Tournament	„	M.P.Mirji College Belgaum	

How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

- The Language Department faculties give necessary guidance and ideas to the students to improve their writing skill.
- To encourage the students, their writings are published in the college magazines.
- The best wall magazines and drawings prepared by the students are displayed on the notice boards.

Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.

Yes. The college has 'Students' Council' which is constituted in the beginning of every academic year.

- The members of the council are nominated by the principal with consultation of the teaching staff.
- The selection of the member students is based on merit and their performances in the college.
- Two students (one boy and one girl) are selected from each class to represent their classes in the Students' Council.
- Students' General Secretary and Ladies Representative are the office bearers of the Students' Council.
- The Students' Council acts as the student's representative body which works for the welfare of the students.

5.3.5 Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations in them.

The college constitutes various committees at the beginning of the academic year for smooth & effective functioning of academic and administrative work of the college. The following committees have students' representation: Cultural Activities Committee, Sports Committee, Tour & Picnic Committee, Students' Welfare Committee, Ladies Association, Grievances Redressal Cell and Department Planning Forums.

Sl.No	Committees which have students' Representation and their Activities.
01	<b>Cultural Activities Committee:</b> The committee trains the students in various activities like debate, elocution, essay writing, quiz, mono acting etc. It helps the students to develop their personality. Also, it conducts various competitions at the end of the academic year to identify the talented students.
02	<b>Sports Committee:</b> The committee makes a plan of coaching the students in indoor and outdoor sports and games in the beginning of academic year and implements its coaching schedules. It prepares the students to participate in district, state and national level tournaments. It conducts intramural and extramural tournaments; and sponsor the university zonal tournaments also.
03	<b>Students Welfare &amp; SC / ST Cell:</b> The cell helps the students to know and get various scholarships from state & central governments and other organizations. Specifically the cell looks after the welfare of the SC / ST students.
04	<b>Tour &amp; Picnic Committee:</b> The committee plans and executes tours and picnic for the students.
05	<b>Ladies' Association:</b> It looks after the welfare of the girl students. It observes International Women's Day every year and arranges lecture programmes to make awareness about women's rights.
06	<b>Grievances Redressal Cell:</b> The committee receives grievances and suggestions through 'Suggestion Box' and redresses the genuine demands and grievances of the students.
07	<b>Department Planning Forums:</b> Every Department has constituted its 'Planning Forum' which plans curricular and co-curricular activities of the department.

Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

Yes. The institution takes 'Feedback' from the final year students after their course end examinations. So, the students can give their fair feedback on institution without fear. The feedback is also taken from the alumni during the Alumni Meetings. The collected feedback is analysed and serious efforts are taken to implement the suggestions given by the students.

## **5.6 Best Practices in Student Support and Progression**

### **5.1.7 Give details of institutional best practices towards Student Support and Progression?**

- ‘Adapt and Excel’ program to give personal attention towards students’ progress.
- Students’ representation in academic and administrative committees.
- Counseling and guidance regarding career and job opportunities.
- Prizes and Awards by the departments to meritorious students.
- A good number of cultural and sports activities to develop the students talents.

### **Evaluative Observations Made by the NAAC Peer Team during the previous visit and action taken by the college**

#### **1. What were the evaluative observations made under Student Support and Progression in the previous assessment report and how have they been acted upon?**

Recommendation:

- i) Provide better medical facilities for the students precisely.**

#### **Action taken by the college:**

- The college constituted ‘Medical & Hygienic Care Committee’ to give better medical care for the students. The Committee conducts medical checkup for the students in the beginning of the academic year.
- ‘First Aid Box’ is maintained in the college with equipment and some basic medicines.



Recommendation:

**ii) Strengthen the recently found 'Alumni Association' and maintain its track record.**

**Action taken by the college:**

- Alumni Association meetings are conducted twice in a year.
- Organizational setup of the association has been strengthened by creating posts of Secretary, Joint-Secretary and Executive Committee for effective functioning of the Association.
- The Convener of the Association keeps the track record of the members and utilizes those data for the growth of association and uses that growth for the development of institution.

Recommendation:

**iii) The Management may extend financial support to the meritorious students and poor students.**

Action taken by the college:

The Management provides financial help for the purpose of education to the minority and downtrodden students of Belgaum district.

**2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Student Support and Progression?**

- Establishment of 'Placement Cell' to help the students by providing information about job opportunities.
- The students' participation in academic and administrative committees.
- Prizes and Awards by the departments to the students who excel in the university examinations.

- Programmes to develop entrepreneurial skill and personality development of the students.
- ‘Research Form’ is formed to infuse research spirit among the students.
- Inclusion of the students in ‘Department Planning Forum’ to make their participation in departments’ planning.
- ‘Readers Club’ for inculcating reading habits among the students.
- Academic and personal counselling to students by the faculty.
- Effective functioning of Ladies’ Association for the Empowerment of girl students.
- Financial Aid, Nutritious food and Sports kits for excellent sports men.

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## **Criterion VI**

### **GOVERNANCE AND LEADERSHIP**

#### **6.1 Institutional Vision and Leadership**

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

- a) Ensures that the vision and mission of the institution is in tune with the objectives of the Higher Education policies of the Nation?

#### **VISION**

‘An Educated, Vibrant and Pro-Active Society.’

#### **MISSION**

‘Improving the life standard of the minority and downtrodden people of this region through value based Education.’

The ‘vision and mission’ of the institution is in tune with the higher education policy of the nation such as to improve the life standard of the minority & downtrodden people through value based education. Also the vision & mission of the institution reflects the higher education policy of the nation such as academic quality and excellence, meeting global challenges and making the students responsible citizens.

- b) Translates its vision statement into its activities?

To translate the vision and mission into activities, the institution adopted the following goals and objectives:

	Goals & Objectives	Activities / Programmes
1	To create healthy atmosphere for the development of the education among the under privileged youth.	The institution offers BA & B.Com. degree courses with excellence and low expense for the under privileged youth. The college conducts various awareness programmes among the minorities / SC / ST people. The college has created a

		healthy atmosphere with good infrastructure, excellent faculty, various facilities like scholarships, fee concession, Book bank facility, remedial classes for weak students etc. Such a healthy atmosphere encourages the under privileged youth to complete their education successfully.
2	To inculcate self respect, discipline, social services and patriotism through value based education.	Along with the course of Lectures the faculty members inculcate self respect, social service and patriotism among the students. The college celebrates Independence day, Republic day, Gandhi Jayanti, Ambedkar Jayanti, International Days to develop the personality of the students and infuse the spirit of patriotism and self sacrifice.
3	To provide a quality education without any discrimination of caste and creed	The institution admits the students from all section of communities. The students are treated equally and well in all respects irrespective of their caste and creed.
4	To motivate the students for higher education.	The Career Guidance & Counselling Cell of the college provides necessary information and guidance for higher education. Due to the motivation of the cell many of our students have completed degrees like B.Ed, LLB, MA, M.Com, M.B.A. and research degrees like M.Phil and Ph.D. Some of the Students have completed job oriented Diploma & Certificate Courses.
5	To impart updated knowledge in the field of Arts & Commerce to the students	1) The college invites subject experts and arranges Guest Lecture programmes to provide latest knowledge to the students.

		<p>2) Purchase of latest edition books to update their knowledge</p> <p>3) Internet facility is made available to the students free of cost to update their knowledge.</p>
6	To sharpen the students skill needed for the modern business world.	<p>The department of the commerce conducts the following programmes to sharpen the students' skill for the modern business world</p> <ol style="list-style-type: none"> <li>1) Conducting workshops and seminars in which the students are major participants</li> <li>2) Field visits are arranged</li> <li>3) Inplant training is given</li> <li>4) Writing of project work after inplant training</li> <li>5) Group discussion and interaction with leading business men are conducted</li> </ol>
07	Empowerment of Women through higher education.	<p>The institution works for the empowerment of women in general and women belonging to minority and backward communities. It has the aim to disseminate the importance of higher education for women and the benefit there of, through the following activities:</p> <ol style="list-style-type: none"> <li>1. Conducting Conferences / Seminars on women's issues.</li> <li>2. Increase the enrolment of girl-student by conducting women's education awareness programmes.</li> </ol>
08	To inculcate research culture among the teachers and students.	<p>The institution believes that research is a part and parcel of higher educational institution's activities. To inculcate research culture the institution adopted</p>

		<p>the following activities:</p> <p>1) Established 'Research Forum' to regulate research activities.</p> <p>2) Conducting Seminars / Conferences for the teachers and students to present their research papers.</p>
9	To develop religious harmony through cultural activities	The college always prepares cultural activities programmes with the aim of creating religious harmony. The cultural activities of the college infuse and inspire religious values and unity among the students

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.

### **Management's Commitment**

The management 'Anjuman –E-Islam, Dist: Belgaum' has the commitment of providing quality education to minority and downtrodden people of this region.

For effective and efficient transaction of teaching-learning process the management of the college: -

- Maintains excellent and efficient teaching staff for providing quality teaching.
- Provides teaching aids to adopt modern methods of teaching.
- Gives freedom to teachers to design co-curricular activities.
- Appoints guest faculty to cater to excess work load of the departments.
- Provides computer with internet facility, standard journals and periodicals to update the knowledge of faculty.

**Leadership Role of the Management:-**

The management is working for imparting quality education to minority and downtrodden people of this region. It runs three educational institutions –Anjuman Degree College, Anjuman ITI and Anjuman P.U College; and one orphanage. The management helps orphanage-inmates financially for pursuing their education. The management plays its role effectively by framing admission policies, giving proper guidance and suggestions to heads of its institutions for the further improvement.

6.1.3 How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?

The responsibilities of the staff are defined by the college management and the department of Collegiate Education, Government of Karnataka. These are communicated to the staff of the institution at the time of their appointments. The management conveys the staff if any new responsibility is framed, through letters or circulars.

6.1.4 How does the Management/Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

The principal sends annual reports to the management at the end of every academic year to review the activities of the institution. Also the principal collects self-appraisal from the teaching staff and feedback from the students and the stakeholders of the institution on the performance of institution and sends the same to the management to analyze the institution's activities

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

The management encourages the staff to implement its policies effectively and takes proper steps to improve the efficiency of the staff also. The following steps have been taken by the management:-

- 1) The teaching and non-teaching staff members are deputed to participate in workshops, seminars and other academic & professional programmes to develop their academic and professional skill.
- 2) Computer training and ICT based knowledge are given to the staff to keep pace with recent developments in teaching learning process.
- 3) Permitted financial assistance to the departments to carry out academic programmes.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

The principal as the head of the institution plays a vital role in governance and management of the college by the following ways.

- As the ex-officio member of the governing body of the college, the principal attends the meetings of the college management and actively participates in the discourses of the meetings.
- He implements the resolutions related to the college passed by the management (policy suggestions of the management)
- Acting as the chairman of college Internal Quality Assurance Cell (IQAC) and conducting its meetings regularly.
- Conducting the meetings of the staff and distributing the college work among them.
- Formulating the various committees among the staff and students and assigning proper responsibilities to them
- Monitoring curricular, co-curricular and extra curricular activities of the college.
- Planning, executing and monitoring the welfare schemes of students & developmental plans for the college.



- He links the staff, students, management, communities and the Government.

## **6. 2 Organizational Arrangements**

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

The College governing council is the supreme body. It takes policy decision to govern the institution. The principal is the ex-Officio member of the body and execute the policy decision of management

- The Principal is the executive head of the institution. He corresponds with the University, State Government, U.G.C and NAAC for the institution.
- The Principal supervises the academic and administrative wings.
- The Principal forms various committees among the staff and students and governs the college smoothly.

### **College Governing Council, its meetings' decisions taken during the last two years: (2008-09 & 2009-10)**

The College Governing Council is meeting twice in a year formally and takes decisions pertaining to infrastructure & its expansion, faculty recruitment & promotion, sanctioning of increment and approval of college Budgets and Auditing reports.

### College Governing Council meetings & Decisions

Academic Year 2008-09 and 2009-10	
Dates of the meetings	Particulars of decisions taken in the meetings
29-11-2007	It was resolved to send the proposal of promotions of the non-teaching staff working in the college for 25 years in same cadre.
04-05-2009	The benefit of Leave encashment for non-teaching is to be given for the month of June 2009.
12-12-2009	It was resolved to send the proposal of promotion to one teaching staff, Physical & Cultural Instructor and Librarian from Senior Scale to Selection Grade.
06-03-2010	It was decided to give one incremental benefit for non-teaching staff those who have completed 20 years of service in same cadre as per the Karnataka government rule.
The Governing Council of the college in its informal meetings sanctions the periodical increments for the staff of the college and it gives permission to the Annual Budgets of the college.	

The Principal formulates and regulates the following Committees. The Committees meet regularly and take decisions pertaining to college academic and administrative matters. The following chart shows the meetings of important committees and their decisions during the last two years.

Sl.No	Committees	Meeting Dates	Major Decisions
1	IQAC	20-08-2008	1) Providing Computers with internet to Departments 2) Establishment of 'Research Forum'
		01-01-2009	1) Establishment of Department Planning Forum 2) Creating Placement Cell
2	Library Advisory & Development Committee	15-03-2009	Purchasing of books under the UGC fund
		05-01-2010	Establishment of 'Readers Club'

3	Sports Committee	01-09-2008	Conducting Tournaments
		01-03-2009	Purchasing of Sports Equipments
4	Ladies Association	01-03-2010	Celebration of International women's Day
			Conducting awareness programmes on Women's Rights
5	Career Guidance & Counselling Cell	10-01-2009	Purchasing of career guidance books for college library
		10-03-2010	Arranging Personality Development Programme for students.
6	Examination Committee	10-08-2008	Conducting Internal Assessment Tests. Fixing schedules and announcement of results.
		20-08-2009	Decided to replace Journals with printed Answer papers to conduct IA Tests.

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?

The administration and academic powers are decentralized among the college governing council, principal and college committees.

Decentralization of administration	
Governing council	<ul style="list-style-type: none"> <li>➤ Expansion and maintenance of infrastructure – building and other campus facilities.</li> <li>➤ Appointment, promotion and sanction of periodical increments to the staff.</li> </ul>

Principal	<ul style="list-style-type: none"> <li>➤ Planning and implementation of academic, administrative and financial matters.</li> <li>➤ Corresponding with officers of the department of Collegiate Education, the University, UGC and NAAC to fulfil their requirements and get done the college work.</li> <li>➤ Conducting University Examinations.</li> </ul>
Departments' heads & faculty	<ul style="list-style-type: none"> <li>➤ Each department has 'Department Planning Forum' with limited academic powers. The planning forums of the departments design the academic and co-curricular activities of the departments.</li> </ul>

6.2.3 Does the institution have effective internal coordination and monitoring mechanisms? If yes, specify.

Yes. There is effective internal coordination between the governing council, principal, staff and the students. The IQAC does internal monitoring effectively. The academic powers are distributed among the staff and the principal. However the final decisions are taken by the principal with consultation of the staff.

6.2.4 Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

Yes. The management has constituted 'Grievances Redressal Cell' for the staff which includes 4 members from the management committee and the principal. The Cell receives grievances from the college employees pertaining to their service conditions, promotion, increments etc. No major grievances are reported by the employees to redressal in the last two years.

6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

The management meets the staff of the college twice in an academic year formally. The principal arranges these meetings. The last meeting was held on 01-12-2009.

The major issues discussed during the last meeting were:

- a) Review of the department activities for the academic year 2009-10
- b) Submission of Letter of Intention (LOI) to NAAC for Reaccreditation.
- c) Preparation and submission of report for Reaccreditation (RAR) to NAAC office.

6.2.6 Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

No. The college did not come across the problems of sexual harassment of the women staff since its establishment as there has been a good family environment prevails among the staff members.

### **6.3 Strategy Development and Deployment**

6.3.1 Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?

- The perspective plan of the college is designed collectively by the principal, staff and students. The college IQAC and department planning forums play a vital role in preparing academic perspective institutional plan.

- The College IQAC prepares perspective plan for the institution at the beginning of every academic year. It prepares plan which includes academic activities and other quality enhancement programmes.
- The Department Planning Forums comprise the faculty members, the students, Alumni and one subject expert of the subject concerned. The Forums prepare academic calendar for the department which includes academic events like seminar, tutorial, home assignments, field visits, study tours, group discussions etc.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

The objectives and plans of the institution are informed to the staff through notices and the meetings. Every staff contributes to the development of the college through their participation in college committees and department planning forums.

6.3.3 List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

Academic Year 2008-09 and 2009-2010

Sl.No	Committees	Dates of Meetings	Decisions Taken
01	Cultural Activities Committee	16-08-2008	Conducting Inter-collegiate competitions on Debate, Elocution, Quiz, Essay, etc...
		01-08-2009	Conducting Training Programmes for Students in Elocution and Debates.

02	Admission Committee	30-12-2008	Laid down the guidelines for the admission and prepared the college Prospectus for the academic year 2009-10
		15-01-2009	Designed new application form for the academic year 2010-11.
03	Library Advisory & Development Committee	20-08-2008	Finalized the list of books recommended by the departments for purchasing.
		10-01-2010	Establishing Readers Club to infuse reading habits among the students.
04	Sports Committee	25-08-2008	Coaching the college Hockey, Cricket, Volley Ball and other teams to take part in inter collegiate and University level competitions.
		15-01-2010	Organizing Karnatak University Dharwad II Zone and Inter Zonal Foot Ball Tournament for (Men) for the year 2009-10
05	College Examinations Committee	31-08-2008	Prepared the schedule for Internal Assessment Tests.
		01-09-2009	Decided to conduct IA Test in specially designed Answer sheets.
06	Students Welfare & S.C. / S.T. Cell	25-08-2008	Arranging Remedial Classes for SC / ST Students.
		01-02-2009	Conducting an awareness programme on Facilities available for Socially and economically backward students from the state government.
07	Miscellany (Souvenir) Committee	10-01-2010	Decided to print Souvenir for the academic year 2009-10.
08	Election Committee	25-08-2008	Forming 'College Students Council' by nominating two students from each class.

		01-09-2009	Conducting college students' council's meetings once in a month.
09	Time-Table Committee	01-07-2008	Revised the time-table for the academic year 2008-09
		01-07-2009	Revised the time-table for the academic year 2009-10
10	Tour & Picnic Committee	01-09-2008	Decided to arrange Picnic for the students. Date, Amount and guidelines were fixed.
		01-03-2010	Decided to conduct one day picnic for students. Matters related to picnic were discussed and resolved.
11	Institutional Calendar Preparing Committee	01-07-2008	Prepared and approved the College Academic Calendar for the year 2008-09.
		01-07-2009	Fixed the schedules of curricular, co-curricular and extra-curricular activities of the college for the academic year 2009-10
12	Ladies Association.	25-02-2009	Conducting various competitions in connection with International Women's Day. And celebration of Women's Day on 08-03-2009
		01-03-2010	Celebration of International women's Day. Conducting awareness programmes on Women's Rights.
13	Medical & Hygienic Care Committee	01-09-2008	Decided to conduct medical checkup for staff and students.
		05-09-2009	Conducting Blood donation camp on 02-10-2009
14	Committee for Taking Students Feedback	06-08-2008	It has been decided to take feedback on campus facilities from the students.



		10-09-2009	Decided to take feedback from College alumni and parents on the performances of the institution.
15	Grievances Redressal Cell.	The cell meetings are conducted when ever it receives grievances from the students to resolve them.	Many students' grievances related to admission, marks cards' mistakes, fees payment etc were redressed.
16	Career Guidance & Counselling Cell	01-07-2008 01-04-2009	Decided to conduct counselling for fresh students. Conducting a career guidance programme for final year students.
17	Placement Cell	10-09-2008 10-12-2009	Decided to conduct an awareness programme on Job opportunities and Campus interviews. Arranging campus interview for the final year students.
18	Research Forum	01-02-2010	Conducting workshop for students on preparation of Project work.

6.3.4 Has the institution Management Information System [MIS] in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

No MIS is in place. The college office is in a position to provide all the information related to college administration, admission, financial matters, staff information and any information related to an academic and administration of the college.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

Yes. The institution uses the data and information obtained through feedback form its stakeholders to further improvement of the institution. The information collected is analyzed in the IQAC meeting and governing council meeting, and proper steps are taken to improve upon the lapses.

- 6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

The Department Planning Forums help sharing of knowledge by the faculty with subject experts who are the members of the forum. The college Research Forum creates platform for the faculty and students to share their knowledge, innovations and empowerment. Guest lecture programmes are arranged by the departments to help the students and lecturers to exchange their ideas with subject experts.

## **6.4 Human Resource Management**

- 6.4.1 What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?

A Committee is constituted by the principal for taking students' feedback on teacher's performance. Self appraisal methods are also used for assessing the performance of the faculty. The feedback reports are analysed in the IQAC meetings and necessary suggestions are given to the faculty concerned for further improvement.

- 6.4.2 What are the welfare measures for the staff and faculty? (mention only those which affect and improve staff well-being, satisfaction and motivation)

Welfare measures for the staff are as follows:

- All facilities (Providing salary certificate, undertaking by the principal for salary deduction for loan etc.) are made available to the staff to get loans from banks.
- Group insurance facilities for all the staff.
- Duty leave to attend academic programmes conducted by other institutions.
- Well furnished cabins for teaching staff
- Computer with internet facility to all the teaching staff.

6.4.3 What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

During the previous years no permanent appointments have been made as there was no post vacant. If the situation arises to appoint permanent staff, the college obtains the permission from the department of collegiate education and follows the norms prescribed by the state government and UGC. The existing faculty and other staff are fully satisfied with the management and they desire to complete their service in the institution.

6.4.4 What are the criteria for employing part-time / adhoc faculty? How are the recruitment conditions of part-time / adhoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specializations).

The management appoints part time faculty to meet the needs of the departments. The candidates having post graduate degree are appointed for part time faculty post. The work load of the part time faculty is varying from 4 to 16 hours per week. The salary is fixed based on the qualification and work load allotted to them.

6.4.5 What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).

The college management supports the faculty to improve their professional skills by adopting the following measures.

- Deputing them to attend orientation/ refresher courses.
- Permitting them with duty leave to attend seminars / workshops / conferences conducted by the other institutions.
- FIP facility is available for doing PhD.
- Seed money for project work by the departments
- Computer with internet facility to update their knowledge.

6.4.6 How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

The needs of the faculty are assessed through self-appraisal method. The teaching and non-teaching staff is given computer training. The staff is allowed to attend workshops / personality development programmes / skill up-gradation and training programmes conducted by other institutions sponsored by UGC and other funding agencies.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.,)

To carry out their academic work like reading/ writing, the college management provided the following facilities to the faculty.

- Well furnished (Fan, light, table chairs) cabins for faculty.
- Computer with internet facility to update their knowledge.
- Separate reading rooms for faculty in library.
- A good number of subject journals made available.

## 6.5 Financial Management and Resource Mobilization

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

Yes. The college received salary grants from the Karnataka State government and college general development fund from the UGC. The following table shows the detail.

Sl.No	Year	Salary Grants	UGC	Total
1	2007-08	87,50,393=00	-	87,50,393=00
2	2008-09	1,02,70,034=00	-	1,02,70,034=00
3	2009-10	1,04,94,793=00	41,89,750=00	1,46,84,543=00

6.5.2 What is the quantum of resources mobilized through donations? Give information for the last two years.

No donation is collected.

6.5.3 Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

Yes.

6.5.4 What are the budgetary resources to fulfil the institution's mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements)

The fees collected from the students are the resource for the institution. Income and expenditure statement for the year 2008-09 & 2009-10 shows the budget allocation to various heads to fulfil the institution's mission to sustain the excellence of the institution.

**Income and expenditure statements for the year 2008-09 & 2009-10 are enclosed.**

6.5.5 Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.

Yes. The college accounts are audited through chartered accountant every year. Apart from this regular internal audit there is a provision for external audit conducted by State collegiate education

**The audit reports of the last two financial years are enclosed.**

6.5.6 Has the institution computerized its finance management systems?  
If yes, give details.

No.

## **6.6 Best Practices in Governance and Leadership**

6.2.7 What are the significant best practices in Governance and Leadership carried out by the institution?

- Working for the uplift of minority, downtrodden and SC/ST students.
- Running orphanage.
- Effective functioning of college IQAC.
- Decentralization of powers among the management, principal and department heads.
- Participation of faculty, students and alumni in academic planning through department planning forums.
- The review meetings are conducted between the management and staff.
- A good number of committees to carry out academic and administrative work.
- Inclusion of students in academic committees.
- Timely audit of accounts.
- Healthy relationship between management, principal, staff and the students.

**Evaluative Observations Made by the NAAC Peer Team during the previous visit and action taken by the college**

**1. What were the evaluative observations made under Organization and Management in the previous assessment report and how have they been acted upon?**

- The management should take proper steps to start cooperative society in the institution to provide loan facilities to staff.

The Management's effort to start cooperative society is yet to be materialized. The management allows the staff to become share holder and members of board of directors of other cooperative societies.

The Principal provides all kinds of facilities to staff to get loan from various banks. The staff members did not face any difficulties to get loan from banks.

**2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Organization and Management?**

- Free and effective functioning of IQAC.
- Maintaining periodically updated website.
- 'Department Planning Forums' for effective functioning of the departments.
- 'Research Forum' to accelerate research activities among the teachers and students.
- Readers' Club to inculcate reading habits among the students.
- Secular and democratic approach in academic and administrative matters.
- Optimum utilization of UGC fund.
- Participation of alumni in academic and co-curricular activities.
- No interference of the management in the departments' academic activities.
- Good cooperation among the Stakeholders of the college.

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## **Criterion-VII**

### **INNOVATIVE PRACTICES**

#### **7.1 Internal Quality Assurance System**

7.1.1 What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?

To provide quality education to the students the institution has devised the following mechanism:-

- Department Planning Forum to design curricular and co-curricular activities for the departments.
- Conducting Induction Tests to identify students' tastes and talents.
- Bridge Course in English Grammar and Commerce.
- Conducting Remedial Classes to slow learners.
- Conducting Enrichment Classes for advanced learners.
- Teaching plan by faculty to complete the syllabus in time.
- Adopted modern teaching methods like classrooms seminars, workshops and Group Discussions. The lecture method is supplemented with OHP and LCD presentations.
- 'Students Monitoring Register' to assess the academic performance of the students.
- 'Research Forum' to inculcate research culture among the teachers and students.
- Motivation to teachers and students to attend seminars, conferences and workshops to update their knowledge.
- A good number of subject journals available for staff and students.
- Internet facility at free of cost for students.
- 'Readers Club' to infuse the reading habits among the students.
- Expansion of infrastructure in pace with the growth of student-strength.
- Students' welfare officer to look into the problems of the students.
- A good number of scholarships and fee concessions for the students.



- Students' representative body i.e. 'Students Council' which is working for the welfare of the students.
- Distribution of academic and administrative powers among the governing council, principal and faculty.
- All kinds of cooperation for staff to get bank loans.
- Adapt and Excel system for personal care to weak students.
- Various Committees are constituted to carryout academic and administrative work.

7.1.2 What are the functions carried out by the above mechanisms in the quality enhancement of the institution?

**(a) Department Planning Forum:-** All the departments have 'Department Planning Forum' to design departments' curricular and co-curricular activities. The forum consists of faculty members, a few current students, a few Alumni and one subject expert. The forum meets in the beginning of every academic year and prepares department calendar which includes all the activities of the department. The planning forums of the departments enjoy freedom to plan and execute their activities.

**(b) Induction Test:-** The institution conducts Induction Test for fresh students in the beginning of the academic year. The purpose of conducting induction test by the institution is to identify the students' taste and the talents. After analyzing the Induction Tests results, the students are classified and proper training is given to them to develop their talents.

**(c) Bridge Course:-** The institution conducts Bridge Course in English Grammar and Basic Commerce subjects. English grammar classes are conducted for the students who come from rural areas and studied in Kannada and Urdu medium. Bridge Course in Commerce is arranged for the First Year Commerce Students who come from non-Commerce streams.

**(d) Remedial Classes:-** The departments identify the slow learners through Induction Tests or Class Tests. Departments prepare the list of slow learners and time table for remedial classes, accordingly the remedial classes are conducted.

**(e) Enrichment Classes:-** The students who are identified as advanced learners through Induction Tests or Class Tests are given Special Classes.

**(f) Teaching Plan:-** All the lecturers prepare Teaching Plans of their concerned Subjects. They split the syllabus proportionately into four months that helps them to complete the syllabus in time.

**(g) Modern Teaching Method:-** The faculty members have adopted Modern Teaching Methods like Home-Assignment, Class Room Seminars, Field Visits, Group Discussions, Study-tours, etc. Also the lecture method is supplemented by OHP Slides and Power Point Presentation through LCD. Using Modern Teaching Methods and equipment help to improve the quality of Teaching which yield good results in teaching-learning process.

**(h) Students Monitoring Register:-** Each Department maintains the Students Monitoring Register in which the students academic progress is recorded. The parents are informed about their wards' performance in their studies and other activities. The poor performers are alerted and necessary suggestions are given for their improvement.

**(i) Research Forum:-** The college established 'Research Forum' to inculcate research culture among the teachers and students. The forum conducts workshops / seminars to motivate the teachers and students to participate and present their research articles.

**(j) Readers' Club:-** The Readers' Club is established to infuse the reading habit among the students. The Club conducts Books Exhibitions, Books Review Writing and providing information about books to Readers.

**(k) Students Council:-** The Students' Council acts as the student's representative body which works for the welfare of the students.

**(l) Adapt and Excel Programme:-** A particular number of Students are allotted to a lecturer for personal care. The lecturer concerned takes care of the students' attendance, character and academic progress.

**(m) Placement Cell:-** Placement Cell gives information about opportunities available and guides them to face campus interviews.

7.1.3 What role is played by students in assuring quality of education imparted by the institution?

The students are one of the important stakeholders of the institution. They are part and parcel of every activity which helps in institutions' progress. They play a vital role in assuring quality of education. The students are included in important college committees. They are the members of department planning forums and other committees. They play a very responsible role in planning of department activities. The students enhance the quality of the institution by taking part in various college activities.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?

To promote the best practices, the institution has taken the following initiatives

- Regular meetings of governing body of the college, IQAC and staff of the college are conducted to assess the quality enhancement activities and best practices of the college.
- The principal is given the responsibility to monitor the implementation of best practices of the college.
- The principal is asked by the management to give periodical feedback about the implementation of best practices of the college and their out come.

- The best practices of the college are implemented through the departments and various committees constituted by the principal.
- The Governing Body, Planning Forums and various committees have proposed a perspective plan for the successful implementation of best practices.

7.1.5 In which way has the institution added value to the quality enhancement of students?

The Institution has added value to the quality enhancement of the students by the following ways.

- The Planning Forums of the Departments design their curricular and co-curricular activities which add values to the students' quality enhancement.
- Seminars, Project Works, Group Discussions, Internal Assessment etc. add value to the student quality.
- Field Visits, Surveys and Study-tours are organized to motivate the students to get practical knowledge.
- To inculcate the research temper among the students and teachers the institution deputed them to attend seminars, conferences, workshops sponsored by UGC and other funding agencies.
- Research Forum to motivate students to do research activities.
- Readers' Club to infuse reading habits among the students.
- A Number of sports and cultural activities provide the students the opportunity to show their talents.

## **7.2 Inclusive Practices**

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society:

### **a) Socially-backward**

Special attention is given to socially backward classes like SC / ST and OBC, by the institution. There is a separate cell to look after their

matters. The Cell conducts orientation meetings for these students in the beginning of the academic year and they are informed about the financial assistance, scholarships and the fee concession etc available to them.

**b) Economically-weaker Students:**

Economically weaker students are identified on the basis of their parents' income certificate which is enclosed along with their admission applications. The students who are in need of financial help are provided information to get assistance from State government / Central government / NGOs. A few staff members also help the students by paying students' admission fee, exam fees and other academic expenses.

**c) Differently-abled:**

The institution provides all possible help to differently abled students. Admission forms are given to them free of cost. One Front desk in the class room is reserved for them. The Library book bank facility is available to differently abled students.

7.2.1 What efforts have been made by the institution to recruit 1) Staff from the disadvantaged communities? Specify?

- a) Teaching: - The Institution follows rules and regulations of Karnataka Government and UGC while appointing the teaching staff. No permanent appointments have been made for the last 20 years.
- b) Non-teaching:- While appointing the non- teaching staff the institution follows rules and regulations of Karnataka State Government. No appointment is made after 1989.

7.2.2 What special efforts are made to achieve gender balance amongst students and staff?

The college follows the admission norms of Karnataka University Dharwad while admitting the students to the course. However due attention is given to maintain gender balance among the students. Girl-students are given priority in admission. Special care is given to girl students by the Ladies Association. Separate rest room, separate toilet facilities, medical care and security are provided to them.

Among the staff members, three teaching, one non-teaching and one peon are women. Among the guest lecturers three are female and one is male.

7.2.3 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff / students? Give details.

The institution arranges awareness lecture programme to create awareness regarding right of equality and other women's rights among the students and staff.

7.2.4 What intervention strategies have been adopted by the institution to promote the overall development of students from rural / tribal backgrounds?

The institution adopts the following strategies to promote overall development of rural and tribal students.

- Bridge course in Basic English.
- Remedial classes in their weak subjects
- Personality development programmes.

7.2.5 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

Yes. The college SC / ST Cell takes care of the academic growth of the students who belongs to disadvantaged sections.

The following table shows the trends in an Incremental Academic Growth of various sections of the students:

**B.A. Course**

	I-Batch (2005-06)			II-Batch (2006-07)		
Students' Category	Entry Level	Exit Level	Incremental Growth	Entry Level	Exit Level	Incremental Growth
SC	55.16 %	70.83 %	28.40 %	53.66 %	64.66 %	20.45 %
ST	43 %	63.83 %	48.83 %	39 %	65.50 %	67.95 %
OBC	51.22 %	67.85 %	32.47 %	55.92 %	67.72 %	21.10 %
Girls	54.10 %	66.42 %	22.76 %	56.13 %	70.21 %	25.09 %
General	58 %	66.61 %	15.51 %	56.42 %	70.14 %	24.30 %

**B.Com. Course**

	I-Batch (2005-06)			II-Batch (2006-07)		
Students' Category	Entry Level	Exit Level	Incremental Growth	Entry Level	Exit Level	Incremental Growth
SC	-	-	-	58 %	58.50 %	0.86 %
ST	37 %	64 %	72.97 %	63 %	69 %	9.52 %
OBC	57 %	69.26 %	21.45 %	52.13 %	66.64 %	27.81 %
Girls	55.95 %	69.52 %	24.26 %	58.62 %	70.92 %	20.99 %
General	46.33 %	67.66 %	46 %	53.62 %	66.77 %	24.53 %

The following table shows the number of SC / ST students who appeared for the course end examinations and the number of students passed.

Sl.No	Academic Years	Caste	Appeared	Passed
1.	2004-05	SC	06	04
		ST	06	05
2.	2005-06	SC	09	04
		ST	02	01

3.	2006-07	SC	07	05
		ST	04	03
4.	2007-08	SC	11	11
		ST	04	04
5.	2008-09	SC	08	08
		ST	06	05

7.2.6 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

- The University has prescribed two compulsory papers – Indian Constitution and Human rights for B.A and B.Com students, through these papers the students get a lot of knowledge about their political rights and social responsibilities.
- In the course of teaching, the lecturers are making a lot of references to the duties of the citizens and their obligation to society.
- Celebrating Independence Day, Republic Day and Gandhi Jayanti to inculcate patriotism among the students.
- Through NSS activities the sense of social service and social obligation are infused among the students.
- Visits are arranged to prison, old-age-homes, blind School and Orphanages to create a sense of sympathy about society among the students.

### 7.3 Stakeholder relationships

7.3.1 How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?

All the Stakeholders of the institution are involved in planning, implementation and evaluation of the academic programmes through the following mechanism adopted by the institution.



- Effective functioning of IQAC which includes all the stakeholders – management representative, principal, staff and public.
- Department planning Forums are functioning (with the faculty members, current students, alumni and a subject expert) independently and planning the departments' curricular and co-curricular activities.
- Various committees including staff members and students to carry out college co-curricular, extra-curricular and extension activities.
- Teachers-Parents Association and its activities help the institution to grow. Feedback is taken from the parents on overall activities of the institution.
- Feedback from the students on teachers and other facilities available on the campus.
- Feedback from the parents, students and alumni are taken and used for further growth of the institution.

7.3.2 How does the institution develop new programmes to create an overall climate conducive to learning?

The institution has applied for starting new programmes like B.B.A and B.C.A. The applications are pending with the University. Before starting the new programme the institution takes into consideration the needs of the students like class rooms, availability of faculty and other infrastructure facilities which create conducive climate for teaching and learning.

7.3.3 What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?

The following are some of the key factors that attract the students and give satisfaction to all the stakeholders.

- Personal care to the students.
- Effective Teaching- Learning Process.
- Student - Centric Teaching.
- Well equipped Library.
- Sports facilities and Sports Activities.
- Cultural Activities.
- Locality of the college which connects all the important places of the city by bus route.
- Safe and Secure atmosphere for girl students.
- Good results in the University examinations.
- Excellent co-ordination between the management, principal, staff and students.

7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, research, community orientation and the personal/ spiritual development of the students?

The college maintains excellent relation with all its stakeholders through the following mechanism:-

- The stakeholders are included in academic and administrative bodies.
- Department planning forums which include the faculty, the students, alumni with independent power to design curricular and co-curricular activities of the department.
- The suggestions made by the stakeholder are given their due importance and serious efforts are taken to implement them.
- The Alumni and parents meetings are periodically conducted. Their suggestions and help enable the institution for further growth.

7.3.5 How do you anticipate public concerns in your current and future programme offerings and operations?

The public concern is based on the performances of the institution in different fields. The institution assesses the trend prevailing in the minds of public through feedback; accordingly the institution designs its future course of plan.

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

The college is successfully promoting social responsibilities and citizenship role among the students through observation of national and international 'Days'- such as Independence Day, Republic Day, Gandhi Jayanti, Ambedkar Jayanti, Women's Day, Human Rights Day, World Heritage Day, etc.

Also the institution has NSS unit with a good number of volunteers. The NSS unit is involved in extension programmes which promote social responsibilities and citizenship role among the students.

7.3.7 What are the institutional efforts to bring in community-orientation in its activities?

The institution makes sincere efforts to bring in community orientation in its activities by adopting the following methods.

- The departments conduct field survey and project work on social issues and business activities. The students understand the social problems and commercial problems through their filed studies.
- Motivating the students to take part in pulse polio Programmes, eradication of illiteracy, Adult education programme, eradication of Child labour, Anti- terrorism etc. organized by the institutions, Government and NGOs.

- Conducting NSS camps at villages and social welfare activities like construction of roads, cleaning of places of worship and educational institutions, administration of vaccine drops, medical and hygiene awareness programmes etc are conducted. .

7.3.8 How does your institution actively support and strengthen the neighborhood communities? How do you identify community needs and determine areas of emphasis for organizational involvement and support?

The institution establishes its link with the neighbourhood communities by conducting extension activities by the departments and the NSS unit. The institution identifies the community needs through surveys conducted by the students and makes efforts to fulfil their needs. The institution emphasizes on medical, cleanliness and consumer awareness areas. The institution has planned to conduct many extension activities in future to strengthen the neighbourhood link.

7.3.9 How do the faculty and students contribute in these activities?

The faculty members and students are actively involved in strengthening neighbourhood link established by the institution.

- The faculty and the students conduct field visits and surveys and other extension activities in the neighbourhood villages.
- The students take part in NSS camps and serve for the community on voluntary basis.

7.3.10 Describe how your institution determines student satisfaction, relative to academic benchmarks? Do you update the approach in view of the current and future educational needs and challenges?

The college determines the students' satisfaction through the feedback collected from the out going students, alumni and parents on

facilities available on the campus, faculty performance, co-curricular and extra curricular activities of the college.

Analysis of the feedback gives the idea of the students' satisfaction. Also the institution makes self assessment and derives its strength and weaknesses. Accordingly the institution updates the approach in view of the current and future educational needs and challenges.

#### 7.3.11 How do you build relationships?

##### **To attract and retain students:**

- Effective teaching-learning process.
- Students' support activities.
- Sports activities and programmes.
- Cultural activities.
- Location of the college.
- 'B' Grade NAAC accreditation.
- Support and publicity for meritorious students.
- Safe and security atmosphere for girl –students.
- Cash awards for meritorious students.

##### **To enhance students' performance:**

- Student-Centric co-curricular activities.
- Remedial & Enrichment classes.
- Motivation to Participate in Seminars / Conferences / Workshops.
- Periodical Internal Assessment Tests.
- Field work and study Tours.
- Personality Development Programmes like writing project Reports, Group Discussions etc.
- Awards for outstanding students.

**To meet their expectations of learning:**

- Lecture methods are supplemented by OHP and power point presentation through LCD.
- The modern teaching methods such as classroom seminar / group discussion / writing home assignments.
- Update their knowledge through internet
- Arranging industrial tours and visit to cultural heritage sites.
- Up gradation of teaching faculty to meet the expectation of the students in learning.

7.3.11 What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

The complaints from the students are received through complaint / suggestion box kept in the college. The college Grievances Redressal Cell analyses the nature of the complaints and solves them. If the complaint is of a serious nature, an inquiry committee is set up to look into the matter. After receiving the committee's report the principal takes necessary action on the complaints.

**1. How are the Core Values of NAAC reflected in the various functions of the institution?**

The institution is well aware of the core values of NAAC such as

- Contributing to Nation Building.
- Preparing the students for global competencies.
- Infusing moral values among the students.
- Promoting the use of information technology in teaching -learning and administration.

- Maintaining quality and excellence in higher education.

The institution formulates its policies and programmes which reflect the above said core values of the NAAC

- ❖ **Contributing to nation building:** The institution lays emphasis on the progress of socially backward communities such as SC / ST / Minorities and Women. The Arts and Commerce streams of the college attract the students mainly from rural areas. The college is making them educated and empowering them for employment. By this way the institution helps in nation's development.
- ❖ **Preparing the students for global competencies:** The Institution designs its co-curricular and extra curricular activities in tune with the present needs for facing global competencies. The field survey, project report writing, in-plant training, presentation of papers in seminars / conference etc. and management events help the students in enhancing their personality that helps them to face global competencies.
- ❖ **Infusing moral values among the students:** The moral values are an integral part of the institution's curricular, co-curricular and extra curricular programmes. The topics like Ethics in life, Ethics in business, Respect for women, Role of citizen in community development, Human rights etc. are taught at various levels to inculcate social responsibilities among the students.
- ❖ **Promoting the use of information technology in teaching -learning and administration:** Computer application subject is given its due importance in curriculum. It is a compulsory paper in UG programmes. The internet is widely used for updating the knowledge of teachers and students. The teaching method is supplemented with power point presentation through LCD. Internet is connected to

computer lab, library, college office, all the department cabins and principal's chamber. The college library is fully automated and the college office is partially computerized.

❖ **Maintaining quality and excellence in higher education:**

Maintaining quality and excellence in higher education is the policy of the institution. The management, principal and the staff are committed to achieve excellence in higher education. The institution is well aware of its strengths and weaknesses. It makes continuous efforts to improve its strengths and overcome its weaknesses by involving themselves in the NAAC accreditation process.

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## EVALUATIVE REPORT OF ENGLISH DEPARTMENT

### 1. Faculty Profile: Adequacy and Competency of Faculty.

Sl. No	Name of the faculty	Educational Qualification	Designation	Teaching Experience
1	Mr. Fakirsab A. Nadaf	M.A. in English	Selection Grade Lecturer and H.O.D.	22 years

The English Department has one approved post by the State Government. Presently English is being studied in the college as the 'Basic Subject' by the B.A.I, B.A.II and B.Com.-I year students which is compulsory and as 'English (M.E.L.)' by the B.A.III year students which is optional. The total work load of the department is 19 teaching hours per week. Mr. F.A. Nadaf, M.A. in English with first class is the lone faculty serving as the selection grade lecturer and the H.O.D. The faculty is competent to teach the existing U.G. courses in the department. The competency of the faculty is evident from his qualification and experience.

### 2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

*Entry Level Competencies:* The students have completed second year Pre-University Course. They have studied English as one of the Basic subjects along with other subjects. They secured 35 to 60% of marks in their P.U.C. II year exams.

*Socio-Economic Status:* Most of the students belong to middle and lower middle class. And socially they belong to minority, SC/ST and many of them come from rural areas.

*Language Proficiencies:* The students are proficient in Kannada, Urdu, Marathi and English.

The following chart shows some important details of the student-strength of the department for the year 2009-10

Social Group	B.A. - I			B.A. - II			B.A. - III			B.Com-I			Grand Total		
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
Hindu	27	10	37	16	05	21	01	03	04	16	07	23	60	25	85
Muslim	15	13	28	13	19	32	02	07	09	47	28	75	77	67	144
C-I	02	-	02	05	01	06	-	01	01	05	-	05	12	02	14
SC	08	03	11	04	02	06	01	04	05	04	-	04	17	09	26
ST	09	01	10	07	-	07	-	-	-	02	-	02	18	01	19
Total	<b>61</b>	<b>27</b>	<b>88</b>	<b>45</b>	<b>27</b>	<b>72</b>	<b>04</b>	<b>15</b>	<b>19</b>	<b>74</b>	<b>35</b>	<b>109</b>	<b>184</b>	<b>104</b>	<b>288</b>

3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes:

English was studied in the college as the Basic subject under the Non-semester scheme before the Academic year 2005-06. The university introduced the 'Semester System' in the year 2005-06. The major changes introduced by the affiliating university are as follows:

- End semester examination is conducted by the affiliating university, each paper consisting of 80 marks.
- Internal evaluation component consists of 20 marks in each subject and the internal marks are awarded on the basis of the performance of the students at the two internal assessment tests conducted in each semester.
- As the college is affiliated to the university the department faculty has no contribution to this change.

4. Trend in the success rate and drop out rate of students during the last five years.

Programme	Year	Success Rate	Dropout*
B.A.I / II / III & B.Com.I.	2004-05	99.00 %	-
B.A.I / II / III & B.Com.I.	2005-06	74.00 %	23
B.A.I / II / III & B.Com.I.	2006-07	78.00 %	43
B.A.I / II / III & B.Com.I.	2007-08	84.00 %	24
B.A.I / II / III & B.Com.I.	2008-09	85.00 %	34

\*Number of Students.

5. Learning resource of the department like library, computer, laboratories, and other resources.

Our college library has 450 good, valuable and standard books on English literature, language etc. Our college has facilitated the students to utilize computers, OHP slides and internet. The faculty also makes use of them as and when needed.

The department library has 156 books and one subject journal. It also has one computer with internet facility.

6. Modern Teaching Methods practised:

Apart from the traditional lecture method the faculty has adopted some of the modern teaching methods like Group Discussions, Class-room Seminars, Subject Based Quiz Programmes, Tutorials and Home-Assignments. Remedial Classes are conducted for the first year Arts and Commerce students and enrichment classes for the final year B.A. Students.

7. Participation of teachers in academic and personal counselling of students.

The college has adopted the 'Adapt and Excel' system. Under this system a fixed number of students are taken special care of by the faculty. The students are free to clarify their doubts and solve their problems, both academic and personal.

8. Details of Faculty Development Programmes and teachers who benefited during the past two years.

The faculty attended the state, national and international level seminars, conferences and workshops conducted by various colleges and the University by the U.G.C. sponsorship. The following are the details of the seminars/conferences attended by the faculty:

- 1) A Two-day National Seminar at JSS College, Dharwad on 17<sup>th</sup> and 18<sup>th</sup> Oct-2008.
- 2) International conference at Dept. of studies in English, Karnataka University, Dharwad on 16, 17 and 18 Feb. 2009.
- 3) A state level seminar at S.K. College, Talikoti on 27<sup>th</sup> and 28<sup>th</sup> Feb.2009.
- 4) A one-day state level conference at Anjuman Arts and Commerce College, Belgaum on 28<sup>th</sup> Mar-2009.
- 5) A one-day state level seminar at Bagalkot on 28<sup>th</sup> Aug-2009 and
- 6) A Two-day National Seminar at S.S. Arts and T.P. Science Institute, Sankeshwar on 11<sup>th</sup> and 12<sup>th</sup> Sept-2009.

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

Academic Activities of the Faculty:-

i) Teaching:

- 19 hours of teaching.
- Conducting Remedial Classes, Enrichment Classes, Group Discussion, Class Room Seminars, Subject Based Quiz Programmes, General Knowledge Tests.
- Participating in conferences, workshops etc.
- Serving in various committees formed by the college for academic excellence.

ii) Consultancy: Acted as Resource person at the workshop at M.M.

P.U. College, Belgaum from 23-01-2007 to 27-10-2007.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years: Nil

11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

As the department has only U.G. Programme, research orientation has limited ambience in the department. No significant publications.

12. Placement Record of the past students and the contribution of the department to aid Students' placements.

The Department has no separate placement cell. But, many students are appointed in various departments, as lecturers, high school and primary school teachers, police constables etc.

13. Plan of Action of the department in the next Five Years.

The department plans to organize a couple of State / National level seminars with the U.G.C. financial assistance in the next five years.

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## EVALUATIVE REPORT OF KANNADA DEPARTMENT

### 1. Faculty Profile: Adequacy and Competency of Faculty.

Sl. No	Name of the faculty	Educational Qualification	Designation	Teaching Experience
1	Prof. M.F. Attar	M.A. in Kannada	Selection Grade Lecturer and H.O.D.	26 years
2	Dr. H.I. Timmapur	M.A. in Kannada Ph.D	Principal & Selection Grade Lecturer	23 Years

### 2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

*Entry Level Competencies:* The students have completed second year Pre-University Course. They have studied Kannada as one of the Basic subjects along with other subjects. They secured 35 to 60% of marks in their P.U.C. II year exams.

*Socio-Economic Status:* Most of the students belong to the middle and lower middle class. And socially they belong to minority, SC/ST and many of them come from rural areas.

*Language Proficiencies:* The students are proficient in Kannada, Urdu, Marathi and English.

### 3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes:

Sl.No	Year	Course	Semester	Paper Revised
01	2007-08	B.A.	V & VI	Basic and Optional
02	2008-09	B.A.	I & II	Basic and Optional
		B.Com.	I & II	Basic
03	2009-10	B.A.	III & IV	Basic and Optional

4. Trend in the success rate and drop out rate of students during the last five years.

<b>Programme (Basic and Optional)</b>	<b>Year</b>	<b>Success Rate</b>	<b>Dropout*</b>
B.A.I / II / III & B.Com.I.	2004-05	84 %	05
B.A.I / II / III & B.Com.I.	2005-06	86 %	-
B.A.I / II / III & B.Com.I.	2006-07	93 %	01
B.A.I / II / III & B.Com.I.	2007-08	95 %	-
B.A.I / II / III & B.Com.I.	2008-09	88 %	-

\*Number of Students

5. Learning resource of the department like library, computer, laboratories, and other resources.

- ❖ The department library has 200 books.
- ❖ It has one computer with internet facility.
- ❖ Syllabus based study material.

6. Modern Teaching Methods practised:

Apart from the traditional lecture method the faculty has adopted some of the modern teaching methods like Group Discussions, Class-room Seminars, Tutorials and Home-Assignments. Remedial Classes are conducted for academically poor students.

7. Participation of teachers in academic and personal counselling of students.

The college has adopted the 'Adapt and Excel' system. Under this system a fixed number of students are taken special care of by the faculty. The students are free to clarify their doubts and solve the problems, both academic and personal.

8. Details of Faculty Development Programmes and teachers who benefited during the past two years.

The department did not conduct any Faculty Development Programmes. However, both the faculty members attended the state and national level

seminars, conferences and workshops conducted by various colleges and the University. The following are the details of the seminars/conferences attended by the faculty:

Prof. M.F. Attar

Seminar / Conference / Workshop / etc	2005-06	2006-07	2007-08	2008-09	2009-10
State	02	-	-	03	02
National	-	01	-	-	-
International	-	-	-	-	-

Dr. H.I. Timmapur

Seminar / Conference / Workshop / etc	2005-06	2006-07	2007-08	2008-09	2009-10
State	01	-	03	04	02
National	-	-	-	-	-
International	-	-	-	-	-

#### 9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

Academic Activities of the Faculty:-

##### i) Teaching:

- 20 hours of teaching.
- Conducting Remedial Classes, Enrichment Classes, Class Room Seminars, General Knowledge Tests etc.

ii) Consultancy: Dr. H.I. Timmapur, the Principal and Faculty member of the department gives informal consultancy. He did book review of many noted books in All India Radio, Dharwad Station.

iii) Research: Dr. H.I. Timmapur, the Principal and Faculty member of the department presented a paper on 'Kumaraswamy of Tapowan' at 6<sup>th</sup> Kannada Sahitya Sammelan held on 27<sup>th</sup> and 28<sup>th</sup> March 2010.



10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years:

Nil

11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

- On going Project: One self financed project on ‘Jnanpeeth Purskrut Krutigala Vimarshe’ is under progress.

12. Placement Record of the past students and the contribution of the department to aid Students’ placements.

The department has no separate placement cell; however, the faulty members of the department guide the students about the job opportunities and career options available for them.

13. Plan of Action of the department for the next Five Years.

The following action plan will be executed in the next five years.

- ❖ Certificate course in Kannada for non-kannadiga students (Every Year).
- ❖ One State level seminar.
- ❖ Minor Project Work on Kannada Literature.

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## EVALUATIVE REPORT OF URDU DEPARTMENT

### 1. Faculty Profile: Adequacy and Competency of Faculty.

The Department has two approved posts by the state government with 39 teaching hours of work load per week as prescribed by the university.

Sl. No	Name of the faculty	Educational Qualification	Designation	Teaching Hours	Experience
1	Dr. J.A. Bagali	M.A. Ph.D	Selection Grade Lecturer and H.O.D.	19	26 years
2	Prof. (Smt.) N.A. Attar	M.A.	Selection Grade Lecturer	20	24 Years

Dr. J.A. Bagali, M.A. Ph.D., Head of the Department and Prof. (Smt.) N.A. Attar, M.A. are conducting all the classes and co-curricular activities.

### 2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

*Entry Level Competencies:* The students are qualified P.U.C. II year with Urdu as one of the subject. They secured 35% to 70% marks at P.U.C. level exams.

*Socio-Economic Status:* Majority of the students belong to downtrodden families and minority categories. They come from rural areas. The girl students comprise higher proportion than boy students always.

The following chart shows this fact:

Sl. No.	Academic year	Boys	Girls	Total	Female %
1	2004-05	12	<b>79</b>	91	<b>86.00</b>
2	2005-06	18	<b>93</b>	111	<b>83.00</b>
3	2006-07	31	<b>97</b>	128	<b>75.80</b>
4	2007-08	27	<b>83</b>	103	<b>85.50</b>
5	2008-09	28	<b>71</b>	99	<b>71.70</b>
6	2009-10	39	<b>81</b>	120	<b>67.50</b>

*Language Proficiencies:* The students are proficient in Urdu, Hindi and English.

3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.

No changes made in the course or programme during the last two years.

4. Trend in the success rate and drop out rate of students during the last five years.

Programme	Year	Success Rate in Percentage	Dropout
B.A. (Basic & Optional) and B.Com. (Basic)	2004-05	100 %	-
	2005-06	98.5 %	06
	2006-07	97 %	08
	2007-08	98 %	04
	2008-09	100 %	00

5. Learning resource of the department like library, computer, laboratories, and other resources.

- The department has 'Department Library' with 188 books.
- The department is equipped with one computer with Internet facility.
- O.H.P. slides are available to support class room teaching.

6. Modern Teaching Methods practised and use of ICT in teaching-learning.

- ◆ The department has been practising modern teaching methods like Group Discussions, Class Room Seminars, Home Assignments, Interactive Teaching, Project Works etc..
- ◆ The department uses OHP slides in teaching.
- ◆ PPT Presentation for important chapters.

7. Participation of teachers in academic and personal counselling of students.

The Department provides:-

- ✓ Academic Counselling for slow learners to improve their studies.
- ✓ Counselling for advanced learners for further studies.

8. Details of Faculty Development Programmes and teachers who benefited during the past two years.

The department has not conducted any faculty development programme so far. But, the faculties attended state and national level seminars / conferences conducted by the other higher educational institutions.

Details of Programmes Attended:

Dr. J.A. Bagali:

- ❖ Attended a National Urdu Conference on 23<sup>rd</sup> & 24<sup>th</sup> January 2006
- ❖ Attended one Urdu seminar in March-2009.

Prof. (Smt) N.A. Attar:

- ❖ Attended a National Urdu Conference on 23<sup>rd</sup> & 24<sup>th</sup> January 2006
- ❖ Attended a Two-day National Conference on 27<sup>th</sup> & 28<sup>th</sup> February 2009.
- ❖ Attended one intercollegiate workshop as a resource person on 04-03-2009.
- ❖ Attended and presented a paper at one day state level conference on 28-03-2009.
- ❖ Attended a Two-day state level conference on 17<sup>th</sup> & 18<sup>th</sup> April 2009.
- ❖ Attended one day workshop on 31-01-2010.
- ❖ Attended a two-day National Seminar on 19<sup>th</sup> & 20<sup>th</sup> Feb 2010.

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research:

**Teaching:** Both the faculties have 39 hours of teaching workload as per the guidelines of the University.

Details of Teaching work load:

Dr. J.A, Bagali (HoD) : 19 Periods

Prof. (Smt) N.A. Attar : 20 Periods

Total : 39 Periods

Apart from the regular teaching work, the Department faculty Conduct Group Discussions, Class Room Seminars, Project Works, Home Assignments, Study Tour, Remedial Classes, Induction Test, G.K. Test, Objective Test etc.

**Consultancy:**

Dr.J.A. Bagali (HoD):

- 1) Member, Board of Studies in Urdu, Lingaraj College (Autonomus) Belgaum for the Academic Year 2007-08, 2008-09 and 2009-10
- 2) Member, Karnataka Urdu Academy, Bangalore.
- 3) Guide for M.Phil Students of Sri. Venkateshwar University, Tirupati.
- 4) Acting as Paper Setter and Answer Script Evaluator at Lingaraj College (Autonomous), Belgaum, for the Academic Years 2007-08, 2008-09 and 2009-10.

Prof. (Smt) N.A. Attar

- 1) Acting as Urdu Subject Counsellor for U.G and PG Students at Moulana Abul Kalam Azad National Urdu University's Study Centre, Belgaum.
- 2) Acting as Paper Setter and Answer Script Evaluator at Lingaraj College (Autonomous), Belgaum, for the Academic Years 2007-08, 2008-09 and 2009-10.

**Research:**

Dr. J.A. Bagali: He is an approved guide for M.Phil. students by the Sri. Venkateshwar University, Triupati. He guided five M.Phil. students so far.

The department published a book named 'Funkar Se Funkar Tak' in collaboration with Lingaraj College (Autonomous), Belgaum, in 2010.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

- ❖ The department has collaboration with department of Urdu, Lingraj College, Belgaum. The H.O.D. of the department Dr. J.A. Bagali is member of Board of studies in Urdu of Lingaraj College, Belgaum and the H.O.D. of Urdu Department, Lingraj College, Belgaum is a member of Planning Forum of the department.
- ❖ The department has link with Delhi University. The department H.O.D. Dr. J.A. Bagali is the member of Delhi University Viva Committee of Urdu and Head of Urdu Department Delhi University is a member of the Department Advisory committee.

11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

Priority area for research is literature. The H.O.D. of the Dept. published two books in the last two years; also he is a research guide for M.Phil students.

12. Placement Record of the past students and the contribution of the department to aid Students' placements.

The department faculties help the students to search the jobs informally.

13. Plan of Action of the department for the next Five Years.

- 1) Certificate Course in Urdu Journalism.
- 2) One State Level / One National Level Seminar with U.G.C. Assistance.
- 3) Workshop in Urdu for young Urdu teachers.
- 4) Minor Project Work in Urdu.
- 5) Study Tours.

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## EVALUATIVE REPORT OF HINDI DEPARTMENT

### 1. Faculty Profile: Adequacy and Competency of Faculty

The Department has two approved posts by the state government with 39 teaching hours of work load per week as prescribed by the university.

Sl. No	Name of the faculty	Educational Qualification	Designation	Teaching Hours	Experience
1	Prof. S. M. Maniyar	MA in Hindi LL.B (Spl) Basic Computer Course	Selection Grade Lecturer and H.O.D.	20 Per week	25 years
2	Prof. A. M. Dharwad	MA in Hindi Diploma in Translation	Selection Grade Lecturer	20 Per week	25 Years

2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

#### **Entry Level Competencies:**

The students are qualified second year pre-University course. They have studied Hindi as a basic subject at their PUC Level. They secured above 35 % of marks in P.U.C.II year examinations.

#### **Socio-Economic Status:**

Most of the students economically belong to the middle and lower middle class and socially they belong to minority / SC / ST and many of them come from rural areas.

#### **Language Proficiencies**

The students who offer Hindi subject at degree level are having proficiency in English, Hindi, Marathi and Kannada.

3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.

- In 2007-08: The syllabi of BA V Sem & VI Sem (Basic & Optional) have been revised;
- In 2008-09: The syllabi of BA I & II Sem (Basic & Optional) have been revised.
- In 2009-10: The syllabi of BA III & IV Sem (Basic & Optional) have been revised.

There is no contribution of the department faculty in the changes as the college is affiliated to the University.

3. Trend in the success rate and drop out rate of students during the last five years.

Programme	Year	Success Rate in Percentage		Dropout*
		B.A	B.Com	
B.A. (Basic & Optional) and B.Com. (Basic)	2004-05	78.33 %	93 %	-
	2005-06	97.25 %	98 %	01
	2006-07	98.80 %	100 %	09
	2007-08	97.17 %	100 %	12
	2008-09	100 %	98.5 %	03

5. Learning resource of the department like library, computer, laboratories, and other resources.
  - The Department Library has 308 books in 220 various titles.
  - A computer with internet facility and printer.
  - Syllabus based study materials.
6. Modern Teaching Methods practised and use of ICT in teaching-learning.
  - Classroom Seminars, Home Assignments, using of OHP are some of the modern teaching methods practised by the department.
  - Internet is used for updating the knowledge of the faculty.
7. Participation of teachers in academic and personal counseling to students.



The department faculty provides guidance to the students to overcome their inabilities in the subject. Also they give personal counselling to them to pursue higher studies and choose their career. The department conducts induction test for the 1<sup>st</sup> year students to assess their ability. The students are classified accordingly and academic and personal counselling is given for their improvement.

8. Details of Faculty Development Programmes and teachers who benefit during the past two years.

The department has not conducted any faculty development programme so far. But, the faculty attended state and national level Seminars / Conferences conducted by the other higher education institutions. Details of Programmes Attended:

Programmes attended by Prof. S.M. Maniyar					
Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	02	01	-	02
National	-	-	01	-	-
International	-	-	-	-	-
Programmes attended by Prof. A.M. Dharwad					
Seminar / Conference / Workshop / etc	2005	2006	2007	2008	2009
State	-	02	01	01	02
National	-	-	01	-	-
International	-	-	-	-	-

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

**Teaching:**

- Each faculty member teaches 20 hours per week as per the guidelines by the University.

- The faculty members conduct extra classes to complete the syllabus as the university prescribed hours are insufficient due to holidays and other academic activities.
- The department conducts Remedial and Enrichment Classes for weak students and advanced learners respectively.

**Research:** The department undertakes mini research project work. One self financed project work is under progress.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

Nil

11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

- Details of the on going projects: The Department is currently working on a Project Work. The Title of the Work is: Belgaum Nagar mei Hindi Lekhak our Kavi –Ek Sarvekshan. The project work is self financed.
- Prof. A.M. Dharwad, a faculty of the department translated the Kannada work titled ‘Hrudaya Tanti’ (the book authored by Dr. H.I. Timmapur, Principal, Anjuman College, Belgaum) in to Hindi and the translated work will be published very soon.

12. Placement Record of the past students and the contribution of the department to aid Students’ placements.

The department has no separate Placement Cell, but the department faculty provides information about job opportunities available for them and helps them to attend competitive examinations conducted by the central government and other agencies.

The department realizes that the Hindi language is essential while seeking job in central government departments and other all India level agencies. To

help the students to overcome their inabilities in handling the Hindi language, the department started Hindi DTP and Hindi speaking course for Non-Hindi students from 2009-10 onwards. Twenty five students were admitted to the first batch and they completed Hindi speaking course and fifteen students were given Hindi DTP training during the academic year 2009-10.

13. Plan of Action of the department for the next Five Years.

- One State Level Seminar.
- Minor Project Work on Hindi Literature.
- Translation of Premchand's Stories.

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## **EVALUATIVE REPORT OF HISTORY DEPARTMENT**

### **1. Faculty Profile: Adequacy and Competency of Faculty.**

The Department has one approved post by the state government with 20 teaching hours of workload per week as prescribed by the University. Shri. M. Maheen, the lone faculty of the department is conducting all the classes and co-curricular activities. He is holding master's degree in History with first class. He has completed a Basic Computer Course from NIIT and can handle modern teaching equipment very easily. Presently, he is pursuing Ph.D. in Modern Indian History.

### **2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.**

*Entry Level Competencies:* The students are qualified Second Year Pre-University Course. They have studied four Arts subjects including history at PUC level. They secured 35 to 60 % of marks in their PUC –II level exams.

*Socio-Economic Status:* Most of the students economically belong to Middle and Lower middle class. And socially they belong to Minority, SC / ST and come from Rural Areas.

*Language Proficiencies:* The Students are proficient in Kannada, Marathi, Urdu and English

### **3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.**

The University has introduced 'Tourism' as an elective paper for B.A. 5<sup>th</sup> & 6<sup>th</sup> Semester from 2007-08. As the college is affiliated to the University the department faculty has no contribution to this change.

4. Trend in the success rate and drop out rate of students during the last five years.

Programme	Year	Success Rate	Dropout*
B.A. - III Non-Sem	2004-05	76.61 %	05
B.A.- III Sem & Non-Sem	2005-06	76.75 %	08
B.A.- III Sem & Non-Sem	2006-07	74.60 %	07
B.A. Semester	2007-08	81.00 %	04
B.A Semester	2008-09	76.33 %	02

5. Learning resources of the department like library, computer, laboratories, and other resources.

The department has the following learning resources:

- Department Library – 100 books & One Subject Journal.
- Syllabus based study materials.
- OHP Slides, Power Point CDs, Education CDs.
- One Computer with Internet facility.

6. Modern Teaching Methods practised and use of ICT in teaching-learning.

- Supply of Synopsis while conducting special classes.
- Group Discussions, Classroom Seminars, Interactive Teaching Method, Project Works and Home Assignment are some of the modern teaching methods practiced by the department.
- Maps, Pictures and Figures are shown through OHP Slides.
- OHP Slides are used for highlighting important points of the chapters while giving lectures.
- Power Point Presentation on important chapters.
- Internet is used for updating the knowledge of students & faculty.

7. Participation of teachers in academic and personal counselling of students.

The department conducts 'Induction Test' in the beginning of the academic year to identify the weak students for counseling. The faculty conducts counseling for the students to solve their academic and personal inabilities.

8. Details of Faculty Development Programmes and teachers who benefit during the past two years.

The department did not conduct any FDP so far. But the faculty attended state and national level seminars, conferences and workshops on his subject by other institutions sponsored by the UGC or other agencies. The faculty attended one national seminar sponsored by the NAAC and one national conference sponsored by the state tourism department in 2008. Also attended one national seminar sponsored by the UGC in 2009.

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

Academic Activities of the Faculty:-

i) Teaching:

- 20 hours of teaching as per the guidelines of the University.
- Conducting Extra Classes to complete the syllabus as the prescribed hours are insufficient due to holidays and other academic programmes.
- Conducting Remedial Classes for slow learners.
- Conducting Group Discussions and Classroom Seminars.
- Special Classes with PPT Presentations.

ii) Consultancy:

- Subject Counsellor for M.A. History students in Indira Gandhi National Open University [IGNOU] study center at RPD Campus, Belgaum.

- Acted as Guest Lecturer in History at Maratha Mandal Degree College, Belgaum for the academic year 2008-09.
- Visiting Professor at Lingaraj College (Autonomous), Belgaum, for the academic year 2008-09 & 2009-10.

iii) Research:

- Doing Ph.D. at Shivaji University, Kolhapur (Maharashtra State).
- Paper presented at a Two-day state level conference at Maratha Mandal Degree College, Belgaum.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

	Link with other Departments	Their outcome
01	Archaeological Survey of India, Dharwad Division.	It helped the students to do project work on the Fort of Belgaum in the academic year 2008-09
02	Belgaum District Heritage Club.	World Heritage Week was observed and Special Lecture was arranged on 25-11-2008 to make awareness about the importance of the local monuments
03	Department of History Lingaraj College [Autonomous], Belgaum	1. Prof. M.Maheen is visiting professor to Lingaraj College, Belgaum. Also, he is a Co-opt member of the Board of Studies in History dept. of Lingaraj College, Belgaum.  2. Dr. M.U.Hagargi, HoD of the History dept. Lingaraj College is a member of History Department Planning Forum, Anjuman College, Belgaum.

04	IGNOU Study Center, Belgaum.	The faculty is subject counsellor in M.A. in History. The study materials and Education CDs of IGNOU are used by the department.
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11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

As the department has only U.G. Programme, research orientation has limited ambience in the department. However, the faculty is pursuing Ph.D. in 'Urbanization of Belgaum City' and encouraging the students to do project work on ancient and medieval Monuments of Belgaum District.

12. Placement Record of the past students and the contribution of the department to aid Students' placements.

The department has no separate Placement Cell, but the faculty is associated with 'College Placement Cell' and gives information to the students about opportunities available in subject related departments like Archaeological Survey of India, Department of Archaeology and Museum, State Archives etc.

13. Plan of Action of the department for the next Five Years.

The following action plan will be executed in the next five years:

- Certificate Course in Tourism & Travel Management. (Need Based)
- One State Level Seminar
- One workshop on Protection and Preservation of Monuments, Numismatics and Epigraphy.
- Minor Project Work on Forts of Belgaum District.
- Photo Exhibition on World Heritage Sites in India and other Monuments, in collaboration with Archaeological Survey of India.

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## EVALUATIVE REPORT OF SOCIOLOGY DEPARTMENT

### 1. Faculty Profile: Adequacy and Competency of Faculty.

The Department has two approved posts by the state Government with 29 teaching hours of workload per week as prescribed by the University. Prof N. J. Kattimani and Prof. (Smt) T. N. Kotwal are conducting 16 and 13 hours of periods for the B.A.-I, B.A-II and B.A.-III classes respectively. In addition to the classes the department faculties are conducting Co-curricular Activities to enrich the knowledge of the students.

#### Faculty Information

Sl.No	Names of Faculty	Qualification	Experience
01	Prof. N. J. Kattimani	M.A.	25 Years
02	Prof (Smt) T. N. Kotwal	M.A. , B.Ed.	19 Years

### 2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

#### *a) Entry Level Competencies:*

The students are qualified second year Pre-University Course. They have studied four Arts subjects including Sociology at PUC Level. They secured 35 to 70% of marks at P.U.C.II year examination.

#### *b) Socio-Economic Status:*

Most of the students belong to the middle and lower middle classes. They come from the rural areas and belong to SC, ST and minority communities.

#### *c) Language Proficiencies:*

The students are proficient in Kannada, Marathi, Urdu and English.

### 3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.

The University has introduced the following papers for V and VI Semester. Rural Development in India (Elective) as Paper II & Social Demography (Elective) as Paper II for B.A. V Semester, Social Movement (Paper II) and Urban Society in India (Paper II) for VI Semester. As the college is affiliated institution, the department faculty has no role in the changes of the course.

4. Trend in the success rate and drop out rate of students during the last five Years.

Programme	Year	Success Rate	Dropout*
B.A. Non-Sem	2004-05	87 %	-
B.A. Sem & Non-Sem	2005-06	77 %	10
B.A. Sem & Non-Sem	2006-07	86 %	31
B.A. Semester	2007-08	89 %	40
B.A Semester	2008-09	93 %	25

5. Learning resource of the department like library, computer, laboratories, and other resources.

The department has the following learning resources:

- 1) Department Library has 182 Books and one subject Journal.
- 2) Syllabus based study materials.
- 3) One computer with internet facility.
6. Modern Teaching Methods practised and use of ICT in teaching-learning.
  - 1) Supply of Synopsis to the students before starting of classes.
  - 2) Group Discussion, Class Room Seminars, Interactive Teaching Method, Home Assignments are some of the modern teaching methods practised by the department.
  - 3) Over Head Projector Slides are used for special classes.
  - 4) Internet is used for updating the knowledge of students and faculty.

7. Participation of teachers in academic and personal counselling of students.

The department conducts Induction Test in the beginning of the Academic year to identify the weak students for counselling. The faculty Conducts counseling for the students to solve their academic and personal inabilities.

8. Details of Faculty Development Programmes and teachers who benefited During the past two years.

The faculty attended the State and National level Seminars, Conferences and workshops conducted by the college and other Institutions sponsored by the UGC.

9. Participation / Contribution of teachers to the academic activities including Teaching, Consultancy and Research.

Academic Activities of the Faculty:-

- 1) 29 hours of teaching as per the guidelines of the University.
- 2) Conducting extra classes to complete the syllabus as the prescribed hours are insufficient due to holidays and other academic programmes.
- 3) Conducting Remedial classes for slow learners.
- 4) Conducting Group Discussions and Classroom Seminars.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

The department has link with Sociology Department of Karnataka University Post Graduate Center, Belgaum. Both the departments jointly signed MoU to help each other in the academic activities.

11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

As the department has only under graduate programme, the research activities are not seen to the expected level. However, the department encourages the students to undertake Field Survey on Socio-Economic life of the people and mini Project Work.

12. Placement Record of the past students and the contribution of the Department to aid Students' placements.

The faculty members are associated with college placement cell and give information to the students about opportunities available in subject related departments like M.S.W., Central Social Welfare Board etc. One of the department faculty has been serving as the College Students' Welfare Officer for the last five years and helping the students by providing information about placements.

13. Plan of Action of the department for the next Five Years.

- 1) Certificate Course in Women's Empowerment.
- 2) One state level seminar.
- 3) One workshop
- 4) Minor Project works on the socio-economic developments of Rural Areas.

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## **EVALUATIVE REPORT OF POLITICAL SCIENCE DEPARTMENT**

### **1. Faculty Profile: Adequacy and Competency of Faculty.**

The Department has two approved posts by the state government, with 28 teaching hours of workload per week as prescribed by the University. Shri. D.A. Gajbar and Shri. S.R. Mulla, the two faculties of the department are conducting all the classes and co-curricular activities.

#### **Faculty Information**

Sl.No	Names of Faculty	Qualification	Experience
01	Prof. D.A. Gajbar	M.A, B.Ed.	26 Years
02	Prof .S.R. Mulla	M.A.	23 Years

### **2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.**

*Entry Level Competencies:* The students are qualified second year Pre-University Course. They have studied four Arts subjects including Political Science at P.U.C. level. They secured 35 to 60% of marks at their P.U.C. II Year level exams.

*Socio-Economic Status:* Most of the students economically belong to middle and lower middle class and socially they belong to minority, SC / ST; and many of them come from rural areas.

*Language Proficiencies:* The students are proficient in Kannada, Marathi, Urdu and English.

### **3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.**

The University did not make any changes in the course or programme.

4. Trend in the success rate and drop out rate of students during the last five years.

Programme	Year	Success Rate	Dropout*
B.A.	2004-05	75.50 %	00
B.A.	2005-06	88.75 %	02
B.A.	2006-07	78.60 %	08
B.A.	2007-08	80.66 %	10
B.A.	2008-09	97.83 %	02

\* Number of Students.

5. Learning resources of the department like library, computer, laboratories, and other resources.

The department has the following learning resources:

- Department library - 114 books and one subject journal.
- Syllabus based study materials.
- OHP slides, Education CDs, Power point CDs.
- One computer with internet facility.

6. Modern Teaching Methods practised and use of ICT in teaching-learning.

- Synopsis supplied to the students before the commencement of lecture.
- Group discussions, Class Room Seminars, Interactive Teaching Method and Home Assignment are some of the modern teaching methods practised by the department.
- Pictures and figures are shown through OHP slides.
- OHP slides are used for highlighting important points of the chapters while giving lecture.
- Internet is used for updating the knowledge of students and faculty.
- Power Point Presentation on important chapters.

7. Participation of teachers in academic and personal counselling of students.

The department conducts Induction Test in the beginning of the academic year to identify the weak students for counseling. The faculty conducts counselling for the students to solve their academic and personal inabilities.

8. Details of Faculty Development Programmes and teachers who benefit during the past two years.

The department did not conduct any FDP so far. But, the faculty attended state and national level seminars, conferences and workshops on their subject by other institutions sponsored by the U.G.C. or other agencies.

Both the faculty attended the following programmes in the last two years:-

- a) Two days national level seminar on “Regional issues in India”, sponsored by U.G.C. at R.G. College, Banda, Maharashtra held on 30<sup>th</sup> and 31<sup>st</sup> January 2009.
- b) One day state level conference on empowerment of women in Higher Education held at Anjuman Arts and Commerce College Belgaum on 28<sup>th</sup> March 2009.
- c) One day seminar on ‘15<sup>th</sup> Lok-Sabha Elections-An analysis’ held on 07-07-2009 at Karnataka Arts College, Dharwad.

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

Academic Activities of both the Faculty:-

i) Teaching:

- (a) 28 hours of teaching as per the guidelines of the University.
- (b) Conducting extra classes to complete the syllabus as the prescribed hours are insufficient due to holidays and other academic programmes.
- (c) Conducting remedial classes for slow learners.
- (d) Conducting group discussions and class room seminars.

ii) Consultancy:

Prof. S.R. Mulla, one of the faculty of the department is conducting classes for P.U.C. I & II year in Anjuman P.U. College, Belgaum on honorary basis.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

	Link with other Departments	Their outcome
1	Anjuman Pre-University College of Arts and Commerce, Belgaum.	Prof. S.R. Mulla is an Honorary lecturer in Political Science.

11. Priority areas for Research and details of the on going projects, important noteworthy publications of the faculty, during past two years.

As the Department has only U.G. Programme, research orientation has limited ambience in the department.

12. Placement Record of the past students and the contribution of the department to aid Students' placements.

The department has no separate placement cell, but the faculty is associated with college placement cell and gives information to the students about opportunities available in subject-related departments and guides the students to appear for the competitive examinations.

13. Plan of Action of the department for the next Five Years.

The following action plan will be executed in the next five years.

- a) One day Law Awareness Programme.
- b) Guest Lecture Programme every year.
- c) Visit to Taluka Court, District Court and High Court every year.
- d) One State Level Seminar.
- e) Minor project work on assembly sessions in Belgaum city.

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## EVALUATIVE REPORT OF ECONOMICS DEPARTMENT

### 1. Faculty Profile: Adequacy and Competency of Faculty.

The department has 3 approved posts by the state government with 32 teaching hours of work load per week as prescribed by the university. Shri D.B. zare , Shri S.A.Mulla , Shri Dr. R.Y.Khan are working in the department. Dr.R.Y Khan has been deputed to other college due to shortage of work load. Presently two faculty of department are conducting all the classes and co-curricular activities. Both are holding master degree in Economics with second class.

#### Faculty Information:

Sl.No	Names of Faculty	Qualification	Work Load Per week	Experience
01	Prof. D.B.Zare	M.A.	16 Hours	25 Years
02	Prof. S.A. Mulla	M.A.	16 Hours	20 Years
03	Dr. R.Y. Khan	M.A. Ph.D	On deputation	

### 2. Student's profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

**Entry Level Competencies:** The students are qualified at the Pre-University Course. They have studied 4 subjects including Economics at P.U.C level. They secured 40 to 60 percent of marks at their P.U.C II level examination.

**Socio-Economic Status:** Most of the students economically belong to middle and lower middle class and socially they belong to minority, SC/ST and come from rural areas.

**Language Proficiency:** The students are proficient in Kannada, Marathi Urdu and English.

### 3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.

No changes have been made.

4. Trend in the success rate and drop out rate of students during the last five years.

	Commerce Section		Arts Section	
Year	Success Rate	Dropout	Success Rate	Dropout
2004-05	88.89%	Nil	68 %	-
2005-06	92.85 %	02	56 %	-
2006-07	100%	Nil	75 %	09
2007-08	100%	Nil	86 %	09
2008-09	100%	Nil	77 %	09

5. Learning resource of the department like library, computer, laboratories and other resources.

The department has the following learning resources:

- i) Department library has 60 books and one subject Journal
- ii) Syllabus based study material
- iii) OHP Slides
- iv) One computer with internal facility

6. Modern Teaching Methods practised and use of ICT in teaching-learning.

- 1) Group Discussion, Class Room Seminar, Interactive Teaching Method, Project Work and Home Assignment are some of the modern teaching methods practised by the department
- 2) OHP Slides are used for highlighting important points and diagrams of the chapter while giving lectures.
- 3) Internet is used for updating the knowledge of the students and faculty

7. Participation of teachers in academic and personal counselling students.

The department conducts Induction Test in the beginning of the academic year to identify the weak students for counselling. The faculty conducts counselling for the students to solve their academic and personal inabilities.

8. Details of Faculty Development Programmes and teachers who benefit during the past two years.

As the college has been brought under 12 'B' of UGC Act recently the department did not get the chance to conduct faculty development programmes, but it has a proposal to conduct such a programme in future. However, so far the faculties attended Faculty Development Programmes like National Level, State level Seminars, Conferences conducted by the other colleges and universities sponsored by the UGC.

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

Academic Activities of the Faculty:-

Academic activities of Shri D.B.Zare, faculty in Economics

- 16 hours of teaching as per the guidelines of the university.

Academic activities of Shri S.A.Mulla faculty in Economics

**i) Teaching:**

- 16 hours of teaching as per the guidelines of the University.
- Conducting extra classes to complete the syllabus as the prescribed hours are insufficient due to holidays and other academic programmes.
- Conducting remedial classes for slow learners.
- Conducting group discussions and class room seminars.
- Indulging the students in Socio-economic survey activity on an adopted village.

**ii ) Consultancy:**

Shri. S.A. Mulla is working as the Coordinator for Moulana Azad National Urdu University Distance Education Study Centre at Anjuman Arts & Commerce College Campus, Belgaum. He is also acting as subject counsellor for Economics at the same study center.

**10.** Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

Nil

**11.** Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

Nil

**12.** Placement Record of the past students and the contribution of the Department to aid Students' placements.

The department has no separate placement cell but the faculties are associated with college placement cell and give information to the students about opportunities available in the subject related departments.

**13.** Plan of Action of the department in the next Five Years.

State level / National level seminars will be conducted with the assistance of UGC funds.

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## EVALUATIVE REPORT OF STATISTICS DEPARTMENT

The Department of Statistics was established in 1983. Prof. (Mrs.) S.D.Nadaf has been working as a faculty from the inception of the department.

### 1. Faculty Profile: Adequacy and Competency of Faculty.

Department of Statistics is a single faculty department. Prof. (Mrs.) S.D. Nadaf holds 24 years of teaching experience. She works as a self motivated and inspired faculty, dedicated to the cause of education with her efficiency. She has been carrying out curricular and co-curricular activities of the department as well as the activities of the college.

### 2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

*Socio-Economic Status:* The students having qualified at the Pre-University Course to seek admission at degree course may or may not have studied statistics as one of the subjects. Since they come from different educational backgrounds, they have mixed ability in the class room. They belong to minority community, S.C., ST / OBC or other economically backward classes and fairly a large number of them belong to rural background. They have language proficiency in Urdu, Kannada, English and Marathi.

The student-strength of the department for the academic year 2009-10 is as follows:-

Year	Total Strength	Male	Female	G.M.	S.C.	S.T.	OBC
2009-10	70	44	26	18	04	01	47

The following chart shows the academic growth of the students

Year	Class	Percentage at the Entry Level	Percentage at the Exit Level.
2008-09	B.Com.II	51.44%	70.01%
2005-06	B.A.I	55.98%	68.32%

3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.

There is no change in the course or programme during the past two years.

4. Trend in the success rate and drop out rate of students during the last five years.

#### **B.Com. II**

Programme	Year	Success Rate	Dropout*
B.Com. – II (Non-Sem)	2004-05	100%	-
B.Com. – II (Non-Sem)	2005-06	94.4%	-
B.Com. – II (III-Sem)	2006-07	97.67%	-
B.Com. – II (IV – Sem)	2006-07	97.62%	-
B.Com. – II (III – Sem)	2007-08	100%	-
B.Com. – II (IV-Sem)	2007-08	100%	-
B.Com. – II (III-Sem)	2008-09	100%	-
B.Com. – II (IV-Sem)	2008-09	98.2%	-

#### **B.A.**

Programme	Year	Success Rate	Dropout*
B.A.	2004-05	100 %	03
B.A.	2005-06	100 %	02
B.A.	2006-07	-	-
B.A.	2007-08	100 %	Nil
B.A.	2008-09	-	-

5. Learning resource of the department like library, computer, laboratories, and other resources.

The department has the following learning resources:

- i) Department library having 50 books and one journal.
- ii) Syllabus based study material.
- iii) One computer with internet facility.
- iv) OHP Slides & Power Point CDs.
- v) University Question Papers.
- vi) Question Bank.

6. Modern Teaching Methods practised and use of ICT in teaching-learning. We use audio visual aids in teaching, in addition to the traditional black board and lecturing with adequate space for interaction. The teaching methods include seminars, group discussions etc.

6. Participation of teachers in academic and personal counselling of students.

The department conducts Induction Test in the beginning of the academic year to identify the weak students for counselling. The faculty conducts counselling for the students to solve their academic and personal inabilities.

8. Details of Faculty Development Programmes and teachers who benefit during the past two years.

The department did not conduct any Faculty Development Programmes so far. However, the faculty has attended one national level seminar and two national level conferences in 2009; and one state level seminar, one national level seminar and one workshop in 2010.

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research.

Academic Activities of the Faculty:-

i) Teaching:

- 20 hours of teaching.
- Taking extra classes to complete the syllabus as the prescribed hours are insufficient due to holidays and other academic programmes.
- Conducting remedial classes for slow learners.
- Conducting group discussions and class room seminars.
- Special classes with PPT presentations.

ii) Consultancy:

- Acted as a paper setter and evaluator in Business Statistics for III and IV Semester of B.Com. Degree examination at Lingaraj (Autonomous) College, Belgaum for the academic year 2008-09 and 2009-10.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years:  
Nil.

11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.  
Nil.



12. Placement Record of the past students and the contribution of the department to aid Students' placements.

The department has no separate placement cell, but the faculty is associated with college placement cell and gives information to the students about opportunities available.

13. Plan of Action of the department for the next Five Years.

The following action plan will be executed in the next five years.

1. Awareness Programme for PUC Students once in a year on the Importance of Statistics and its Application to the various fields.
2. Undertaking Minor Project Work by Students every year.
3. One-day State Level Seminar (UGC Sponsored)
4. A one day District Level Workshop on recent developments in application of Statistics.

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## **EVALUATIVE REPORT OF COMMERCE DEPARTMENT**

### 1. Faculty Profile: Adequacy and Competency of Faculty.

The department has four approved posts by the state government with total work load of 54 hours of teaching per week as prescribed by the University.

#### Faculty Details:

Sl. No	Name of the faculty	Educational Qualification with Specialization	Designation	Workload Teaching Hours	Experience
1	Prof.B.T. Mugut	M.Com.(Banking) M.Com.(Costing) Pursuing M.Phil.	Selection Grade Lecturer and H.O.D.	16	24
2	Prof.I.B. Tahasildar	M.Com.(Marketing) & Cost Accounting) Basic Computer Course from NIIT. Pursuing M.Phil.	Selection Grade Lecturer	16	23
03	Smt. Sabiya N. Gawas	M.Com. (HRD)	Guest Lecturer	11	
04	Smt. Safina N. Pathan	M.B.A. (Finance & Marketing)	Guest Lecturer	11	

### 2. Students' profile: Entry Level Competencies, Socio-Economic Status, Language Proficiency etc.

*Entry Level Competencies:* The students are qualified second year Pre-University Course or equivalent courses. They have studied 'two' commerce subjects i.e., 'Business studies' & 'Accountancy' and other 'two' subjects i.e., 'Economics' & 'Computer Science' or 'History' at the P.U.C. level. Among the admitted students 20% are 'excellent', 30% are 'moderate' and 50% are average.

*Socio-Economic Status:* Most of the students economically belong to the middle and lower middle class and socially they belong to minority, SC/ST and come from rural areas.

*Language Proficiencies:* The students are proficient in Kannada, Marathi, Urdu and English.

3. Changes made in the course or programmes during the past two years and the contribution of the faculty to those changes.

The University has introduced 'core' subjects in the commerce course.

Four core papers - I Semester

Five core papers - II Semester

Seven core papers - III, IV, V & VI Semester

The University has introduced specialization for V and VI semester in the form of Groups, with effect from 2007-08 onwards.

Group 'A' - Cost Accounting & Income Tax

Group 'B' - Banking & Insurance

Group 'C' - Advanced Business Statistics.

As the college is affiliated to the University the department faculty has no contribution to this change.

4. Trend in the success rate and drop out rate of students during the last five years.

Programme	Year	Success Rate*	Dropout*
B.Com.	2004-05	88.89 %	-
B. Com.	2005-06	100 %	Nil
B. Com.	2006-07	100 %	04
B.Com.	2007-08	100 %	12
B. Com.	2008-09	100 %	09

\* Success rate in course end examination.

5. Learning resources of the department like library, computer, laboratories, and other resources.

The department has the following learning resources:

- The Department Library has 250 books and one journal.
- Syllabus based study materials.
- University question papers in all the subjects of B.Com. course since 1983-84 to 2008-09.
- Question banks in different subjects.
- Important paper cuttings related to the subjects.
- OHP Slides, Power Point CD's, Educational CD's.
- One computer with internet facility and one printer.

6. Modern Teaching Methods practised and use of ICT in teaching-learning.

- Synopses are supplied to the students before the commencement of lectures.
- Group Discussions, Class Room Seminars, Enrichment Classes, Interactive Teaching Method, Project Work, Market Research on different products and Home Assignments are some of the modern teaching methods practised by the department.
- OHP slides are used for highlighting important points of the chapters while giving lectures.
- Power point presentation on important chapters.
- Internet is used for updating the knowledge of students and faculty.

7. Participation of teachers in academic and personal counselling of students.

In the beginning of every year the department conducts 'Induction Test' to identify the weak students for counselling. The faculty conducts counselling for the students to solve their academic and personal inabilities.

8. Details of Faculty Development Programmes and teachers who benefited during the past two years.

As the College has been brought under the 12'B' of U.G.C. act recently, the department did not get the chance to conduct faculty development programmes. However, it has the proposals to conduct such programmes in future. Also, the faculties attended Faculty Development Programme like; International, National and State Level Seminars, Conferences, Workshops, conducted by other colleges and universities sponsored by NAAC, U.G.C. and other funding Agencies..

Details of Seminars / Conferences / Workshops Attended:

Prof. B.T. Mugut Attended:

- 1) One National level seminar in the academic year 2005-06.
- 2) One National level conference in 2008-09
- 3) One District level seminar in 2008-09
- 4) Three State level Seminars in 2008-09
- 5) One Workshop in 2009-10

Prof. I.B. Tahasildar Attended:

- 1) Five State level seminars in the year 2005, 2006 & 2008.
- 2) One National level seminars sponsored by NAAC in 2008 & 2009.
- 3) Four National level seminars sponsored by UGC in 2008 & 2009.
- 4) Four State Level Seminars sponsored by UGC in 2009.
- 5) One International Seminar in the year 2009

9. Participation / Contribution of teachers to the academic activities including teaching, consultancy and research

Academic Activities of Prof. B.T. Mugut:

Teaching:

- 16 hours of teaching as per the guidelines of the University.
- Maintaining regularity in conducting classes as per time-table

- Conducting extra classes to complete the syllabus due to insufficient prescribed hours.
- Conducting Remedial Classes.
- Conducting enrichment classes to give additional knowledge.
- Conducting Class room seminars to create stage courage among the students.
- Conducting I.Q. tests to increase their memory power.
- Conducting additional classes for B.Com.-I students who have come from non-commerce stream.

Consultancy:

- Prof. B.T. Mugut provides honorary consultancy on sales tax to many petty businessmen.

Research:

- Prof. B.T. Mugut is pursuing M. Phil.

Academic Activities of Prof. I.B. Tahasildar:

Teaching:

- 16 hours of teaching as per the guidelines of the University.
- Conducting extra classes to complete the syllabus as the prescribed teaching hours are insufficient due to holidays and other academic programmes.
- Conducting Remedial Classes for slow learners.
- Conducting Enrichment Classes for interested students who want to learn supportive knowledge of commerce.
- Conducting Group Discussions and Class Room Seminars.
- Conducting programmes for those students who want to become Entrepreneurs, Businessmen, professionals etc.
- Conducting 'Case Study' activity on income tax assessment.
- Involving the students in market survey activity.

ii) Consultancy:

- Prof. I.B. Tahasildar provides Income Tax consultancy on honorary basis to the colleagues and the friends.

iii) Research:

- Prof. I.B. Tahasildar is pursuing M. Phil at Shri. Venkateshwar University Tirupati (Andra Pradesh)
- Paper presented at one-day National level seminar at Anjuman Arts, Science and Commerce College, Bijapur.
- Guiding the students for doing mini project work.

10. Collaborations with other departments / institutions at the state, national and International level and their outcome during the past two years.

	Link with other Departments	Their outcome
01	National Stock Exchange & Geojit Financial Services Ltd., Belgaum.	The students visited the stock exchange on 26 <sup>th</sup> and 25 <sup>th</sup> March 2009 got the practical knowledge of functioning of the stock exchange, Belgaum.
02	Amanath Co-Operative Bank Ltd., Belgaum.	The students were given a Short-Term In-plant Training at Amanath Bank, Belgaum for 10 days in the month of March 2009. While training they studied and analyzed the “overall performance of the bank” and completed the minor project work (self financed) successfully.
03	Sankeshwar Souhard Credit Sahakari Ltd., Belgaum.	The students were given a Short Term In-plant Training at Sankeshwar Credit Society Ltd., for 10 days in the month of

		March 2009 and completed the minor project work (self-financed) on the topic “An overall performance of the Sankeshwar Souhard Credit Sahakari Ltd., Belgaum.”
04	Belgaum Milk Union Ltd., Belgaum (BEMUL/KMF)	The department students visited the BEMUL (KMF) for a period of 10 days in the month of March 2009 for a short Term In-plant training and completed a minor project work (self financed) on the topic “Organizational Study at Belgaum Milk Union Ltd., Belgaum.”
05	Karnataka State Financial Corporation, Belgaum.	A workshop was conducted by the department of commerce on 9 <sup>th</sup> November 2009. Two Resource Persons from KSFC were invited. Dr. A.T. Kuligod delivered a speech on ‘Financial Assistance from KSFC to Small Scale Industries’ and Shri. Kamalakar Deshpande spoke on ‘Credit Appraisal System in KSFC’. The students interacted with the resource persons and enriched the knowledge about financial aspects of KSFC.
06	State Bank of Mysore, Belgaum.	A guest lecture programme was conducted by the department on 18 <sup>th</sup> August 2009. Shri. Prakash M. Makdum, Senior Manager & Shri. Manoj Sharma Assistant Manager, were the Resource



		who spoke on Practical Aspects of Banking System, Higher Education and Loan Facilities.)
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11. Priority areas for Research and details of the on going projects, important and noteworthy publications of the faculty, during past two years.

As the department has no Post Graduation studies, the research orientation has limited scope. However, two faculties Prof. B.T. Mugut and Prof. I.B. Tahasildar are pursuing M. Phil Course. Prof. I.B. Tahasildar has submitted his dissertation on 'NPAS – Management - A study of KSFC Branch, Belgaum' to the University for M.Phil. award. He creates the awareness among the students to do the minor project works on different industries particularly in the areas of specialization like Finance and Marketing, Organization System etc.

12. Placement Record of the past students and the contribution of the department to aid Students' placements.

The department has no separate placement cell, but the faculties are associated with 'College Placement Cell' and give information to the students about the opportunities available in different sectors like Audit Department, Income Tax Department, Statistical Department, Revenue Department, Banking Sectors, Insurance Companies, Multinational Corporations (MNC), Industries, Business Houses, Universities and Colleges, BPO Call Centers and abroad.

13. Plan of Action of the department for the next Five Years.

The following action plan will be executed in the next five years:-

- ❖ Certificate course in "Accounting Practice" and "Income Tax Assessment" on need based.
- ❖ One State Level Seminar with UGC financial assistance.

- ❖ Workshop for the students every year.
- ❖ Minor project work with U.G.C. financial assistance.
- ❖ Special Lecture programmes.
- ❖ Study tour to noted industries like Dandeli Paper Mills Ltd., Gokul Milk Industry at Kolhapur, Sugar Industry and other industries.
- ❖ Extension Programme on consumer awareness.
- ❖ Minor Project Work for the students.

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## **DECLARATION**

I certify that the data included in this Self-Study Report (SSR) for re-accreditation are true to the best of my knowledge.

This SSR is prepared by the Institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in this SSR during the peer team visit.

Place: Belgaum

Date: 10-06-2010

## COLLEGE GOVERNING COUNCIL

### **Name of the Body**

Anjuman-E-Islam, Dist: Belgaum

### **President**

Janab. Mohamed Ishaq A. Mulla

### **Vice-Presidents**

Janab. Sayyad Javed Pasha Inamdar

Janab. A.M. Shaikh

### **Secretary**

Janab. Lateefkhan A. Pathan

### **Joint-Secretaries**

Janab. Iqbal.A. Mulla

Janab. Ismail.A. Tallur

### **Treasurer**

Janab. Faizullah M. Madiwale

### **Members**

01	Dr.Mushtaq A. Jamadar	02	Janab. Javeed J. Kamdod
03	Janab. Mofti Khasim Nasardi	04	Janab. Shakeel Ahmed Sangoli
05	Janab. Abdul Azeez Kazi (Mufti)	06	Janab. Sayyad Noor Pasha Inamdar
07	Janab. Abdul Kareem Bepari	08	Janab. Hafeez Basha
09	Janab. Abdul Sattar Jamadar	10	Janab. Dr. Rasool Y. Nadaf
11	Janab. Abdul Wahid N. Shaikh	12	Janab. Dastageer Ibrahim Aga
13	Janab. Mastan Gokak	14	Janab. Fayaz Salimuddin Soudagar
15	Janab. Ateef Salam Mujawar	16	Janab. Basheer Ahmed Doni
17	Janab. Mushlaque K. Mujawar	18	Janab. Raja Baig
19	Janab. Rafiq I. Garag	20	Janab. Twareekh Khan N. Pathan
21	Janab. Iqbal Jainoddin S. Khan	22	Janab. Imtiaz S. Mestari
23	Janab. M.B. Badbade	24	Janab. Abdul Karim K. Bagaban

**DEPARTMENT WISE TEACHING STAFF LIST**

Names of the Departments & Lecturers	Qualification	Designation
<b>Kannada</b>		
Dr. H. I. Timmapur	M. A, Ph.D	Principal & SGL
Prof. M. F. Attar	M. A	SGL
<b>English</b>		
Prof. F. A. Nadaf	M. A	SGL
<b>Hindi</b>		
Prof. S. M. Maniyar	M. A, LL.B. (Spl)	SGL
Prof. A. M. Dharwad	M. A, Dip-in-Trans	SGL
<b>Urdu</b>		
Dr. J. A. Bagali	M.A, Ph.D	SGL
Prof. (Smt) N. A. Attar	M. A	SGL
<b>History</b>		
Prof. M. Maheen	M. A	SGL
<b>Sociology</b>		
Prof. N. J. Kattimani	M. A	SGL
Prof. (Smt) T. N. Kotwal	M. A, B.Ed.	SSL
<b>Economics</b>		
Prof. D. B. Zare	M. A	SGL
Prof. S. A. Mulla	M. A	SGL
Prof. R. Y. Khan	M. A. Ph.D	SGL
<b>Political Science</b>		
Prof. D. A. Gajbar	M. A, B.Ed.	SGL
Prof. S. R. Mulla	M. A	SGL
<b>Statistics</b>		
Prof. (Smt) S. D. Nadaf	M. Sc.	SGL
<b>Geography</b>		
Prof. J. I. Ukkaund	M. A	SGL
<b>Commerce</b>		
Prof. B. T. Mugut	M. Com.	SGL
Prof. I. B. Tahasildar	M. Com.	SGL
<b>Physical Education</b>		
Mr. J. A. Jahagirdar	M.P.Ed	Physical Director

**NOTE:-**

1. Prof. J. I. Ukkaund, SGL in Geography is on deputation at R. T. S College, Ranibennur from 21<sup>st</sup> Nov. 2001.
2. Shri. R. Y. Khan, SGL in Economics is on deputation at M. M. Arts & Science College, Sirsi on 26<sup>th</sup> Nov. 2001.

### LIST OF NON-TEACHING STAFF

Sl.No	Names	Qualification	Designation
1	Shri.K. A. Doddamani	M. A, M. Com M. Lib. Sc	Librarian
2	Shri.M. K. Soudagar	B. A	SDC
3	Shri.A. A. Shaikh	B. A	SDC
4	Shri.A. I. Sutar	B. Com.	SDC
5	Smt. F. R. Khan	B. A, M. Lib. Sc	SDC
6	Shri. N. G. Munshi	B. A	Typist
7	Shri. S. S. Basheban	S.S.L.C, BRCT	SDC
8	Shri. R. H. Nimbalkar	S.S.L.C	Attender
9	Shri. A. I. Killedar	Non-Matric	Peon
10	Shri. A. K. Jamadar	Non-Matric	Peon
11	Shri. A. M. Mulla	Non-Matric	Peon
12	Shri. M. A. Bagewadi	S.S.L.C	Peon
13	Smt. B. B. Badagavi	Non-Matric	Peon

Note:

Col. 14 Shri. R.H. Nimbalkar is on deputation to Govt. Degree College, K.K.Kopp, Belgaum District.

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